

**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 DEC 30 A 11:27  
HEBRON TOWN CLERK

**Board of Selectmen Regular Meeting**  
 January 2, 2025, 7:00 PM (America/New York)  
**Please join my meeting from your computer, tablet or smartphone.**  
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**Thursday, January 2, 2025**

**7:00 p.m.**

**AGENDA**

Time Guideline	
7:00 p.m.	1. <b>CALL TO ORDER</b>
7:00 p.m.	2. <b>PLEDGE OF ALLEGIANCE</b>
7:02 p.m.	3. <b>ADDITIONS AND CHANGES TO THE AGENDA</b>
7:05 p.m.	4. <b>PUBLIC COMMENT</b> 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. <b>GOOD TO KNOW/SPECIAL RECOGNITION</b>
7:30 p.m.	6. <b>APPOINTMENTS AND RESIGNATIONS</b> a) Planning and Zoning Commission Alternate Appointment b) Economic Development Commission Resignation

**7:35 p.m. 7. TOWN MANAGER'S REPORT**

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

**7:45 p.m. 8. OLD BUSINESS**

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Department of Public Works Action Committee Update
- c) Any Other Old Business

**8:05 p.m. 9. NEW BUSINESS**

- a) Approve FY 2025-2026 Budget Review Schedule
- b) Discuss Town Manager's Annual Evaluation
- c) Draft Agenda for January 16, 2025 Meeting
- d) Any Other New Business

**8:20 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 December 5, 2024 – Public Hearing
- 10.a.2 December 5, 2024 – Regular Meeting

**8:25 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

**8:35 p.m. 12. PUBLIC COMMENT**

**8:40 p.m. 13. ADJOURNMENT**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**APPOINTMENTS AND RESIGNATIONS**

**a. Planning and Zoning Commission Alternate Appointment**

An alternate vacancy was created by the recent resignation of Terry McManus from the Planning and Zoning Commission. Two people have expressed interest in being appointed to fill the vacancy: Davis Howell (D) is being endorsed by the Democratic Town Committee and Phyllis Beaulieu (R) is being endorsed by the Republican Town Committee.

**Proposed Motion:**

Move that the Hebron Board of Selectmen appoint \_\_\_\_\_ as an alternate member of the Planning and Zoning Commission for a term to run until November 18, 2025.

**b. Economic Development Commission Resignation**

Attached is a letter of resignation from Peter Casarella from the Economic Development Commission.

**Proposed Motion:**

Move that the Hebron Board of Selectmen accept the resignation of Peter Casarella from the Economic Development Commission with regret and thanks for his years of dedicated service.

Davis K. Howell  
190 Gilead Street  
Hebron, CT 06248

November 26, 2024

Attn: Mr. Andrew Tierney, Town Manager

Subject: Planning and Zoning Alternate Position

Dear Mr. Tierney,

It has come to my attention that the subject position is now open due to a recent resignation. Presently I am applying for that position as the endorsed candidate from the Hebron Democratic party.

In the course of my career as a National Group Director, I was involved in a number of building projects as part of my responsibilities. This activity included:

- Site evaluation and selection
- Assisting in the review and selection of vendors
- Interfacing with local planning and zoning boards

These projects were focused on construction of manufacturing facilities in CT as well as other states.

As a resident of Hebron since 1985, I am invested in helping to promote the well being of all our residents

If you require any additional information please advise and if you can acknowledge receipt of this letter I would appreciate it.

Thank you for your consideration.

Regards,

Davis K. Howell

## Donna Lanza

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**From:** Andy Tierney  
**Sent:** Tuesday, November 26, 2024 7:35 AM  
**To:** Donna Lanza  
**Subject:** Fwd: Planning and Zoning Alt.

Sent from my iPhone

Begin forwarded message:

**From:** Erin Bussiere <erin.bussiere1@gmail.com>  
**Date:** November 25, 2024 at 8:52:23 PM EST  
**To:** Andy Tierney <atierney@hebronct.com>  
**Cc:** Dori Wolf <Dwolf@hebronct.com>  
**Subject:** **Planning and Zoning Alt.**

Good evening Andy,

At tonight's meeting, the Hebron Democratic Town Committee voted unanimously to nominate Davis Howell for the alternate Planning and Zoning seat vacated by Terry McManus.

Davis will forward his letter of interest to your attention separately. Upon reading his letter, I think you will find his qualifications and experience will be a great addition to the current board.

If you have any questions, please let me know. Thank you for your attention to this matter.

Erin Bussiere  
860-995-2941  
Hebron Democratic Town Committee Chairwoman

Sent from my iPhone

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

## Donna Lanza

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**From:** Andy Tierney  
**Sent:** Tuesday, November 26, 2024 1:58 PM  
**To:** Donna Lanza  
**Subject:** FW: Planning and Zoning Alternate - Letter of Interest

**From:** Phyllis Beaulieu <phyllis.beaulieu@comcast.net>  
**Sent:** Tuesday, November 26, 2024 1:47 PM  
**To:** Andy Tierney <atierney@hebronct.com>  
**Subject:** Planning and Zoning Alternate - Letter of Interest

November 25, 2024

Andrew Tierney  
Hebron Town Manager  
15 Gilead Street  
Hebron, CT 06248

Re: Planning and Zoning Alternate

Dear Mr. Tierney,

I am writing to express my interest in serving as Planning and Zoning Alternate. I have been a resident of Hebron for 53 years and had the privilege of witnessing our town grow and evolve over time.

I believe my diverse background and deep connection to our community would bring a valuable and fresh perspective to the committee. As someone who has lived here for decades, I am keenly aware of the unique character of Hebron and the importance of thoughtful planning to maintain its charm while fostering responsible growth.

I would be honored to contribute to the committee's work by representing the voice of our community and ensuring that decisions reflect the needs and values of Hebron's residents.

Please let me now if you have any questions and thank you in advance for your consideration.

Sincerely  
Phyllis Beaulieu  
46 Cannon Drive, Amston, CT 06231

**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.

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**Planning and Zoning Alternate**

1 message

**Hebron Republicans** <hebronrepublicans@gmail.com>

Tue, Nov 26, 2024 at 11:20 AM

To: Andy Tierney &lt;atierney@hebronct.com&gt;

Cc: kpetit@hebronct.com

Bcc: Phyllis Beaulieu &lt;phyllis.beaulieu@comcast.net&gt;



November 26, 2024,

To: Hebron Board of Selectmen  
c/o Andy Tierney, Town Manager  
Town Office Building  
15 Gilead St.  
Hebron CT, 06248

Dear Mr. Tierney:

On behalf of the Hebron Republican Town Committee, I am pleased to recommend Phyllis Beaulieu for the position of Planning and Zoning Alternate. Phyllis has been a lifelong resident of Hebron for over 53 years. Her desire to serve as an alternate on the Planning and Zoning Committee reflects her dedication to being an active participant in shaping Hebron's future while preserving the qualities that make it such a special place.

The Hebron Republican Town Committee fully supports Phyllis Beaulieu's candidacy and believes she would be an asset to the Planning and Zoning Committee. Her commitment, integrity, and lifelong connection to Hebron make her an excellent choice for this role.

Respectfully,

Jason Guidone  
Hebron Republican Town Committee  
203-623-1950  
<https://www.hebronrepublicans.org/>

## Donna Lanza

---

**From:** Peter Casarella  
**Sent:** Thursday, December 26, 2024 3:14 PM  
**To:** Andy Tierney  
**Cc:** Donna Lanza; michelle@theflourgirlct.com  
**Subject:** Economic Development Commission

Andy

Effective January 1, 2025 I am resigning my position on the Economic Development Committee. It has been an honor and privilege to serve the Town of Hebron.

Thank you  
Peter Casarella

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# **CORRESPONDENCE**



ANDREW J. TIERNEY  
TOWN MANAGER

## *Town of Hebron*

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

PETER D. KASPER  
CHAIRMAN

DANIEL E. LARSON  
VICE CHAIRMAN

TIFFANY V. THIELE  
SELECTMAN

KEITH PETIT  
SELECTMAN

CLAUDIA TEJADA RILEY  
SELECTMAN

December 20, 2024

Ms. Tammy Scherp  
7 Waterview Circle  
East Hampton, CT 06424

Dear Tammy:

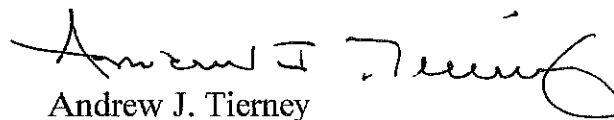
As the Town Manager of Hebron and on behalf of the Board of Selectmen and town residents, I want to personally congratulate and thank you for your 5 years of service, as of December 20, 2024.

Your continued dedication, support, diligence and hard work have not gone unnoticed. You are a valued employee who goes above and beyond, and it is much appreciated.

Every town should be so lucky to have an employee like you.

Again, congratulations on this milestone!!!

Sincerely,

  
Andrew J. Tierney  
Town Manager

AJT:dw

cc: Board of Selectmen



# *Town of Hebron*

**TOWN OFFICE BUILDING  
15 GILEAD STREET  
HEBRON, CONNECTICUT 06248  
TELEPHONE: (860) 228-5971  
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ANDREW J. TIERNEY  
TOWN MANAGER

PETER D. KASPER  
CHAIRMAN

DANIEL E. LARSON  
VICE CHAIRMAN

TIFFANY V. THIELE  
SELECTMAN

KEITH PETIT  
SELECTMAN

CLAUDIA TEJADA RILEY  
SELECTMAN

December 13, 2024

Mr. Thomas Satkowski  
402 Route 66  
Columbia, CT 06237

Dear Tom:

As the Town Manager of Hebron and on behalf of the Board of Selectmen and town residents, I want to personally congratulate and thank you for your 5 years of service, as of December 1, 2024.

Your continued dedication, support, diligence and hard work have not gone unnoticed. You are a valued employee who goes above and beyond, and it is much appreciated.

Every town should be so lucky to have an employee like you.

Again, congratulations on this milestone!!!

Sincerely,

Andrew J. Tierney  
Town Manager

AJT:dw

cc: Board of Selectmen

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE**

Attached is an updated ARPA Status Report reflecting an uncommitted ARPA balance of \$3,037. An update on project status will be presented at the meeting.

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

12/30/2024 11:13 AM

TOTAL FUNDING RECEIVED

\$ 2,812,714

APPROVED PROJECTS

Date Approved	Priority	Project Description	Responsible Department	Original Approval	Revised Amount	Current Balance	Final Expense	Status/Disposition
<b>UNDER CONTRACT</b>								
7/21/2022		Security Measures - Town Buildings	TM	148,000	170,000	127,572		Alarm work in process/site visits conducted 5/1 & 13/2024/Order placed 8/2/2024/SC added 10/24/24
7/21/2022		Vandal-Proof Surveillance Cameras - Veteran's	TM/P&R	12,000		7,314		Working with vendor/Order placed 8/2/2024
9/1/2022		Cyber Threat Assessment and Security Measures	TM	25,000		6,590		Assessment & Tabletop complete/Hardware purchased/Order placed 8/2/2024
1/19/2023		Implicit Bias Training Town Employees/Elected Officials	TM	5,000	3,200	2,600		Training conducted Nov 6 & 8, 2023/contracted four (4) sessions for 2025
7/21/2022		Dog Park	P&R	50,000	58,000	21,824		Kinney Road property to PH 10/22/24/ Contract for fencing 11/5/24 (\$35,000 moved to Fiddleball 10/10/24)/furnishings purchased/contract for guard rails, well drilling 12/30/23
7/21/2022		Pendleton Drive to Library Pedestrian Bridge - Town Match Engineering	P&D	101,885	126,885	16,337		STAP Grant, completing plans, Cons/P&C approved, bid awarded 5/1/24/ bridge installed 11/2024/contract for electrical
7/21/2022		Peters House - ADA Parking/Ramp and Structural	P&D	100,000		41,398		Working w/ Preservation CT and SHPO/contract for paving and electrical signed 11/26/2024/contracts for craftsmen 12/30/24
3/21/2024		Morton House Maintenance	P&D	87,500		29,900		RFP to on-call architect/contract signed 5/28/24/assessment 6/12/24/draft report received/contract for sidewalk and front door signed 11/26/2024/contract for paint and landscaping 12/30/2024
9/1/2022		Active Shooter Training and Police Vehicle/Classroom Toolkits	PD	20,000	45,000	5,545		Increased 6/8/2023 STS and other materials on order for RHAM, HSOE and Town
1/19/2023		Police Accreditation	PD	28,000		4,367		PowerDMIS 3 years/ Accreditation Officer
7/21/2022		Gilead Hill School Playscape	HBOE	120,000		684		Installation complete 11/2024 - sidewalk access being constructed/contract for gate and sidewalk
12/5/2024		Habron Elementary School Playscape Repair	HBOE	26,000		26,000		Contracts signed 12/9/2024
7/21/2022		Pickle Ball Courts (3)	P&R	95,000	153,000	115,444		S adj 6/9/23, survey complete, P&C approved 5/29/24, started field demo, RFP issued 9/4/2024, bid awarded 10/20/2024
7/21/2022		State Park Veteran's	P&R	165,000	384,000	379,996		P & R Subcom working on this with designer/demolished/increase 6/9/24/RFP issued 11/8/2024/Contract signed 12/9/2024
5/8/2023		P & R Field Lighting (Veteran's baseball field)	P&R	250,000	319,150	298,465		Regulation amendment approved 4/23/24, in process special permit app, then RFP, to PH 10/2/24/Contract signed 12/9/2025
1/19/2023		Hebron Historical Society Ancient Cemetery Repair/Maintenance (5) Cemeteries	HS/P&R	100,000	25,200	14,000		Adjusted 5/8/2023 & 12/5/24 Contract signed for gravestone repairs 6/9/24 & 10/15/24 P & R and DPW to work with HHS on tree removal/\$24,800 transferred to OTH 12/5/2024
7/21/2022		Old Town Hall Building Maintenance/Repairs - Paint/Windows/Study \$6000		25,000	107,000	33,000		Adjusted 5/8/2023 and 12/5/24 - Contracted Work started 4/24/24/Foundation work contracted
<b>SUB-TOTAL</b>				<b>1,784,036</b>				
<b>TOTAL APPROPRIATED</b>				<b>1,784,036</b>				

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

12/30/2024 11:13 AM

**COMPLETED PROJECTS**

Date Approved	Priority	Project Description	Responsible Department	Original Approval	Revised Amount	Current Balance	Final Expense	Status/Disposition
7/21/2022		Police Vehicle w/ MLPR	PD	97,125	77,206	0	58,803	Complete - Vehicle purchased, MLPR removed 9/21/2023
7/21/2022		Fire Department Machine	FD	23,000		0	23,070	Complete
7/21/2022		Fire Department Battery Operated Rescue Tools	FD	50,000		0	52,039	Complete
7/21/2022		HAMR Softball Field Veterans	P&R	20,000		0	18,940	Complete
7/21/2022		Construction Fire Co # 1 Ambulance Bay Expand/Engineering/Design	FD/P&C	100,000	161,100	0	22,100	Project Closed - Round 2 Adj 2/2/23 & 8/3/23 Bids rejected, Project Removed from ARPA 12/7/23
7/21/2022		AHM HVAC System Upgrade	AHM	55,000		0	55,000	Complete
7/21/2022		EV Charging Stations (TDS, SC, BHP)	TM	39,000	39,000	0	39,000	Complete
9/1/2022		Hebron Interfaith Human Services (IHHS) Food Pantry Support	HIHS	10,000	10,000	0	20,000	Complete - Additional funding approved 5/2/2024
9/1/2022		Police Vehicle	PD	80,800		0	68,298	Complete
9/15/2022		WPCA Sewer System Improvements	WPCA	82,140		0	82,140	Complete
1/5/2023		ACD Vehicle (pre-owned)	ACD	10,000		0	6,288	Complete
2/16/2023		Fence Between Library and Legion	P&D	7,500		0	7,446	Complete
2/16/2023		CoDE Support for Juneteenth Event	TM	4,000		0	4,000	Complete
2/16/2023		Hebron Elementary School Gym Floor	HBOE	264,800	75,800	0	75,900	Complete - Adjusted 5/8/23 Repair not replace
5/8/2023		The Town Center Project (TTCP) Storage Shed	TTCP	30,000		0	24,000	Complete
5/8/2023		Fire Department Turnout Gear	FD	40,000		0	40,000	Complete
1/19/2023		Gull School Roof	P&D	20,000		0	19,825	Complete
7/21/2022		Physcape Veteran's	P&R	150,000	153,450	0	153,450	Complete
8/2/2022		Contribution Toward Emergency Generator for Stoncroft Housing	TM	70,000		0	84,000	Complete
4/4/2024		Fire Department Active Shooter Tactical Gear	FD	13,600		0	13,592	Complete
3/21/2024		Police Department Tasers (five year purchase agreement \$26,800)	PD	16,061	27,289	0	27,289	Complete
7/21/2022		Virtual Meeting Room Conference Equipment (Library & TDS)	TM	66,000	66,838	0	66,838	Complete
5/16/2024		DPW Radios	DPW	30,917		0	30,917	Complete
7/21/2022		Martin Road Reconstruction Engineering	DPW	25,000		0	25,000	Complete
7/21/2022		Green Committee Funding Special Projects	GC	25,940		0	24,026	Project Closed - Twin bins & Transfer Station signs purchased, bike racks installed at Raymond Brook Preserve and Grayville Park, TOB to be installed/account closed 12/5/2024
4/18/2024		P & R Field Upgrades Burnt Hill Park Baseball Field	P&R	62,406		0	8,442	Project Closed - RFP issued 10/22/2024/One bid received for 369,788
7/21/2022		CERT Vehicle Replacement (pre-owned) or Refurbish	EM	116,000		0	112,121	Vehicle Received 9/2/2024/Vehicle currently being equipped/vehicle in service 10/2024
<b>Total Completed Projects</b>							<b>1,163,937</b>	

**ARPA FUNDING STATUS**

COMPLETED PROJECTS	1,163,937
APPROPRIATED FUNDS	1,784,036
ACCUMULATED INTEREST through 11/2024	128,296
REMAINING ARPA FUNDS TO BE HELD IN RESERVE	\$ 493,777
	\$ 2,412,714

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

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

12/30/2024 11:13 AM

Approved by Town Attorney Awaiting BOS Approval

Hebron Historical Society - Old Town Hall Restoration	52,550	
Peters House Renovation/Restoration	57,000	
3D Printers for Douglas Library	2,785	
Senior Center - Furniture and Appliances	23,000	(dishwasher replaced w/ other funding)
Fire Company # 1 HVAC Equipment	28,250	
Hebron Interfaith Human Services Donation	TBD	
Additional Pickleball Courts at St. Peter's Field (3)	125,000	
Hybrid Meeting Room Project - SHARP Aquos Board or Similar for TOB Meeting Room	5,000	

Eligible Projects Declined by BOS/Town Manager

	Support for Local Small Businesses	Removed from consideration 1/29/2023
	Green Committee: Bike Racks - (include in already approved HGC request)	5,000 Instructed Green Committee to use already approved funds
	EV Charging Stations - Locations TBD	TBD
	Winter Heating Assistance	25,000 5/8/23 Funding was restored by State
	Beautify Veterans Memorial Route 85/66 - Trees/Bushes	600 5/8/23 Funded by HFPG Community Fund
7/21/2022	Trail Repairs	12,000 Removed 8/3/2023
	Fire Department UHF Radios (Fire Marshal)	5,022 Funded from Fire Department Budget
	Document Storage Review - Horton House	4,800 Funded from FY 23-24 Operating Budget
	Hebron Green Parking Lot Improvements	50,000 STEAP Grant Received
7/21/2022	Senior Center Generator Switch Gear/Connection	34,000 Will be in CIP Budget-Used generator oversized and not good fit for location closed 12/9/2024
	Land Acknowledgment Plaques (COGS)	\$ TBD removed from consideration 4/29/24
	Collins: GHS Water System	\$ TBD Tentative Attorney Approval - removed from consideration 4/18/24
	Collins: Fund for Affordable Home Ownership	\$ TBD Tentative Attorney Approval - removed from consideration 4/18/24
9/1/2022	Wall Street Sidewalk Project	146,000 Bid Awarded/Signed Contract/Construction in Spring/Summer 2024 - Funded w/ Grant and CIP
2/16/2023	Hebron Center Signage (wayfinding and community event) Design & Const.	45,000 LADA preparing design/working on DOT approval inc 4/4/2024/ removed 6/6/2024
	P & R Trail Development	80,000 Removed from consideration 6/6/2024
	Grayville Road Bridge	150,500 Funded through a Supplemental Appropriation from UFB FY 24-25
	Hebron Community Theater	TBD Not ARPA Eligible

Obligate Funds by December 31, 2024

Spend Funds by December 31, 2025

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE**

Attached is correspondence received from the Department of public Works Action Committee regarding the RFQ that is currently in process with proposal due Friday, January 3, 2025.

The DPWAC is requesting that a decision on the future of the Transfer Station be made by January 10, 2025, so they will know whether or not to include it in the RFP for design services.

Attached is an analysis of the cost of operating the Transfer Station versus town-wide curb side pickup.



**DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE  
TOWN OF HEBRON  
15 GILEAD STREET  
HEBRON, CT 06248**

December 18, 2024

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

RE: Future Public Works Facility-Old Colchester Road  
Decision on Transfer Station Operations

Dear Andy:

This letter is issued on behalf of the DPW Action Committee as a result of discussions from our meeting on Monday night. A review of the schedule was conducted and milestones that will need to be achieved relative to the RFQ and RFP process for the Architectural services for the project.

With the Request for Qualifications (RFQ) responses due by January 3, 2025, the Committee is committed to a subsequent expedient review and shortlisting of firms. That would lead to the issuance of the Request for Fee Proposals (RFP). However, the Committee will need to know by January 10, 2025, if the design of the future facility will or will not include the Transfer Station as that information must be included in the RFP.

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

Sincerely,



Richard B. Steiner  
Recording Secretary

Cc: Committee Members

Curb Side Pick Up

Option 1:						
	Estimated Tons	Rate per unit	Annually			NOTES:
Service Fee		\$41,000.00	\$492,000.00			The service fee is the total cost for just the service of providing trash pick up. The disposal fees are what is broken down under the service fee.
MSW per ton	3100	\$114.73	\$355,663.00			
SSR per ton	900	\$72.00	\$64,800.00			
Estimate per year			<b>\$912,463.00</b>			
Estimate per month			\$76,038.58			
Estimate per house			\$21.73			
TS Tonnages						
		2025-2026 Rate				
SSR	390	\$72.00	\$28,080.00			
MSW	1170	\$114.73	\$134,234.10			
C&D	660	\$103.81	\$68,514.60			
			\$230,828.70			
Additional expense per year			\$681,634.30			The additional expense includes the cost of the carts needed to be provided to each household. It is already included in total annual cost.
Additional expense a month			\$56,802.86			
<b>Total Annually:</b>			<b>\$912,463.00</b>			

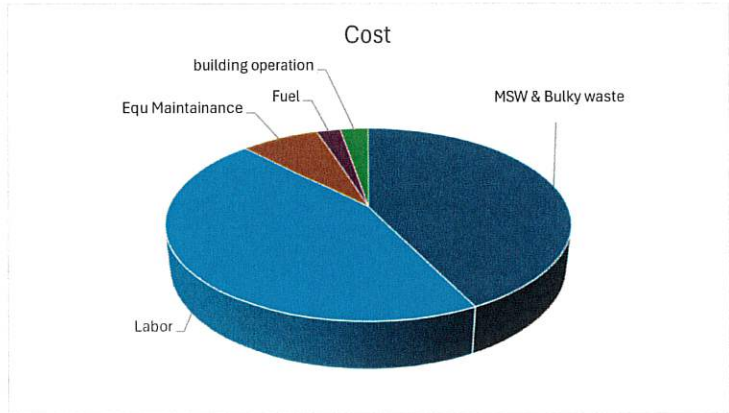
Curb Side Pick Up

<b>Option 2:</b>						
Service Fee				\$750,000		
MSW per ton	3100	\$114.73	\$355,663.00			
SSR per ton	900	\$72.00	\$64,800.00			
Estimate per year				<b>\$1,170,463</b>		
Estimate per month				\$97,539		
Estimate per house				\$27.86		
Additional expense per year				\$674,800.00		
Additional expense a month				\$56,233.33		
<b>Total Annually:</b>				<b>\$1,170,463.00</b>		

**SUMMARY**  
**DETAIL ATTACHED**

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Total MSW, Bulky, SS	223,825.64
Total Labor Costs:	236,073.78
Total Equipment Maintenance	54,019.00
Total Fuel Cost:	11,700.00
Total Building Operation Costs:	<u>14,305.56</u>



**TOTAL ANNUAL AVERAGE COST FOR TRANSFER STATION: 539,995.98**

**REVENUE -93,867.66**

<b>TOTAL COST ESTIMATE</b>	<b>446,128.30</b>
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Town of Hebron  
Public Works  
Department

Averages over the last 3 fiscal years

Transfer Station Cost Analysis

Transfer Station				
MSW, BULKY, SS Costs:	Tonnages from	Rate:	Cost:	Overview/Notes:
	FY 23-24			
MSW - municipal solid waste	1,162.56	111.39	129,497.56	MSW includes household trash. Town tracks this by tonnage disposal slips that are weighed at the time of dropoff to vendor. Rates change each year by around 3 to 5%. Town has contract with vendor for prices and disposal agreement
BULKY	641.27	100.79	64,633.60	Bulky waste includes items such as furniture, general debris, soiled mattresses etc. town tracks this by tonnage disposal slips that are weighed at the time of dropoff to vendor. Rates change each year by around 3 to 5%. Town has contract with vendor for prices and disposal agreement
SS Recycling (Single Stream)	380.99	54.00	20,573.46	SS includes recycling including cardboard, plastics, paper etc. town tracks this by tonnage disposal slips weighed at the time of dropoff to vendor. It is important to note that the SS rate fluctuates during the year. Last FY 23/24 the rate was double the current rate is used for this analysis but it has the potential to change.
Wood	203.17			Town does not get charged for wood and brush disposal.
Oil			5,188.00	Oil includes the motor oil disposed at the transfer station. Town has to pay the cost for samples to be tested for PCB's before it can be taken by vendor for disposal.
Tires			3,933.02	Tires include the cost of paying the vendor to remove the tires. Charges go by total tires and the gas charge.
	<b>Total MSW, Bulky, SS Cost:</b>		<b>223,825.64</b>	
Labor Costs:				
	Pay Rate:	Hours:	Annual Pay & Benefits:	Notes:
Full Time attendant	24.77	2,057.25	Annual: \$50,958.08  Benefits: \$13,462.59 Total 64,420.67	Full time employee. Primary job is as transfer station attendant. He also assists with plowing. Employment will not be terminated if transfer station was no longer needed.
Part Time Attendant	19.70	828.00	Annual: \$16,311.60  Benefits: \$1,297.82 Total 17,609.42	Part time employee who assists only with the transfer station on weekends. This position would be eliminated if the transfer station was no longer needed.
Full time truck driver - maintainer	27.76	1,248.00	Annual: \$34,644.48  Benefits: \$14,124.91 Total: 48,769.39	Full time employee of the PW department and only assists with transfer station duties via roll-off 3 days a week. Calculated using actual hours pertaining to the roll off truck. This position would not be terminated

<b>Administrative Assistant</b>	28.26	1,248.00	Annual: \$35,268.48	Full time employee of the PW department. Her position would not be eliminated if the transfer station was no longer needed. Calculation is based off of hours only used for transfer station duties.
			Benefits: \$6,125.13	
			Total: 41,393.61	

<b>Director of Public Works</b>	48.07	1,248.00	Annual: \$59,991.36 Benefits total 3,889.33 for a total of 63,880.69	Full time employee and is the Public Works Director. He is responsible for all of PW's duties and responsibilities. His position would not be terminated if the transfer station was no longer needed. Calculation based off of average time spent with transfer station duties.
<b>Total Labor Costs:</b>			<b>236,073.78</b>	

**Equipment**

**Maintenance Costs:** Operating Expenses: Years of Use by Town: Average Annual Maintenance Cost: Operating expense is the value of the equipment life expectancy annually depreciated by its useful life

<b>Backhoe (1994 JD 410 D 4X4)</b>	7,000.00	30.00	1,500.00	The cost of annual maintenance was calculated by taking the average over the last couple years.
			Total: 8,500.00	

<b>Roll-off Truck (2022 Kenworth T880)</b>	18,125.00	3.00	2,500.00	The cost of annual maintenance was calculated by taking the average over the last couple years.
			Total: 20,625.00	

<b>Containers (10 containers)</b>	4,800.00	25.00	5,000.00	The operating expense was calculated by using the cost of a new container multiplied by the amount of containers Town has (10), then divided by 25 (years of useful life). The maintenance cost is an average over the last couple years.
			Total: 9,800.00	

<b>Compactor</b>	4,166.00		2,500.00	The cost of annual maintenance was calculated by taking the average over the last couple years.
			Total: 6,666.00	
<b>Total Equipment Maintenance Cost:</b>			<b>54,019.00</b>	

**Fuel Costs:** Average Gallons per Year: Cost per Gal: Total: Notes:

<b>Backhoe (1994 JD 410 D 4X4)</b>	140.00	2.89	140.00	Calculated by running an annual fuel report via fuel tracking program and matching it to specific employee and vehicle ID.
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<b>Roll-off Truck (2022 Kenworth T880)</b>	4,000.00	2.89	11,560.00	Calculated by running an annual fuel report via fuel tracking program and matching it to specific employee and vehicle ID.
<b>Total Fuel Cost:</b>			<b>11,700.00</b>	

**Building Operation**

<b>Costs:</b>		<b>Average Maintenance Cost:</b>	<b>Notes:</b>
<b>Attendant Shack</b>		1,000.00	Average cost over the last couple of years.
<b>Maintenance to Parking Area</b>		2,500.00	Average cost over the last couple of years.
<b>Snow Removal</b>		804.50	Calculated by foreman's hourly rate by 2.5 hours - the average time it takes per snow events estimated at 10 at transfer station



Mowing	585.76	Calculated by taking hourly rate x 1 hour (time it takes to mow) x 28 mows /annually
Electricity:	2,915.30	Taken from last year's total billing.
Insurance:	6,500.00	Insurance includes \$5,000 workman's comp, \$1,500 for liability, auto, property for Transfer Station.

**Total Building Operation Costs:** 14,305.58

**TOTAL ANNUAL AVERAGE COST FOR TRANSFER STATION:** 539,995.98

<b>BULKY WASTE</b>	\$65,668.15	The revenue portion is from charges set at the Transfer Station for larger bulky items/larger disposal drop offs. This is based off last FY.
<b>Metal</b>	\$26,088.19	Vendor removes metal and does pay Town for some metal. Calculated by annual average.
<b>Batteries</b>	\$265	Vendor removes batteries and does pay Town for some batteries. Calculated by annual average.
<b>Electronics</b>	<u>\$1,846.32</u>	Vendor removes electronics and does pay Town for some electronics. Calculated by annual average.
<b>TOTAL ESTIMATED REVENUE</b>	<b>93,867.66</b>	

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**TOWN MANAGER'S ANNUAL EVALUATION**

The Selectmen should discuss the process for the annual evaluation of the Town Manager which by contract is to be conducted during the month of January.



**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**APPROVE BUDGET REVIEW SCHEDULE**

Attached is a proposed FY 2025-2026 Budget Review Schedule for March budget workshops to be held with the Board of Finance at the Douglas Library Community Room.

Proposed Motion:

Move that the Hebron Board of Selectmen approve the FY 2025-2026 Budget Review Schedule as presented (or amended).

## **TOWN OF HEBRON 2025-2026 BUDGET MEETING SCHEDULE**

Below is the Hebron Budget review and approval schedule (subject to change as necessary). Budget details and meetings information will be posted on the Hebron website as information becomes available: <https://hebronct.com/budget-information/>. Hebron residents are encouraged to become informed and involved in the budget process.

### **Tuesday, March 4, 2025 – Budget Workshop BOS and BOF at Douglas Library**

7:00 – 8:00 p.m. Town Manager’s Budget and CIP Presentations  
8:00 – 8:30 p.m. Open Space/Land Acquisition  
8:30 – 9:30 p.m. Miscellaneous General Government

### **Tuesday, March 11, 2025 – Budget Workshop BOS and BOF at Douglas Library**

7:00 – 8:30 p.m. Department Presentations  
8:30 – 9:30 p.m. Miscellaneous General Government

### **Tuesday, March 18, 2025 – Budget Workshop BOS and BOF at Douglas Library**

7:00 – 7:30 p.m. RHAM Board of Education  
7:30 – 8:30 p.m. Hebron Board of Education  
8:30 – 9:30 p.m. Miscellaneous General Government

### **Tuesday, March 25, 2025 – Budget Workshop BOS and BOF at Douglas Library**

7:00 – 7:15 p.m. Board of Selectmen Public Hearing  
7:15 – 8:00 p.m. Outstanding Information  
8:00 – 9:00 p.m. Revenues Overview & Discussion/Budget Deliberations  
9:00 – 9:30 p.m. Finalize Selectmen’s FY 25-26 Budget and CIP Budget

### **Thursday, March 27, 2025 – Budget Workshop BOS and BOF at Douglas Library**

7:00 – 8:00 p.m. Revenues Overview & Discussion/Budget Deliberations  
8:00 – 9:00 p.m. Finalize Selectmen’s FY 25-26 Budget and CIP Budget

### **Monday, April 7, 2025 – RHAM Middle School Media Center**

6:30 p.m. RHAM Budget Public Hearing

### **Tuesday, April 1, 2025 – Board of Finance Douglas Library Community Room**

7:00 p.m. Board of Finance Budget Workshop

### **Tuesday, April 8, 2025 – Board of Finance Douglas Library Community Room**

7:00 p.m. Board of Finance Budget Workshop

### **Thursday, April 10, 2025 – Board of Finance Douglas Library Community Room**

7:00 p.m. Board of Finance Public Hearing on Budget  
Followed by Board of Finance Meeting to Set the Budget

### **Monday, May 5, 2025 – RHAM Middle School Media Center**

6:00 p.m. RHAM Budget District Meeting

### **Tuesday, May 6, 2025 – Hebron Elementary School, 92 Church Street**

6:00 a.m. – 8:00 p.m. Budget Referendum

Email Budget Communications to:  
[hebronbudget@hebronct.com](mailto:hebronbudget@hebronct.com)  
These emails will be forwarded to the  
Boards of Selectmen, Finance and Education

**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**  
 January 16, 2025, 7:00 PM (America/New York)  
**Please join my meeting from your computer, tablet or smartphone.**  
<https://meet.goto.com/122355317>  
**You can also dial in using your phone.**  
 Access Code: 122-355-317  
 United States: [+1 \(571\) 317-3122](tel:+15713173122)  
**Get the app now and be ready when your first meeting starts:**  
<https://meet.goto.com/install>

**Thursday, January 16, 2025**

**7:00 p.m.**

**AGENDA**

<b>Time Guideline</b>	
<b>7:00 p.m.</b>	<b>1. CALL TO ORDER</b>
<b>7:00 p.m.</b>	<b>2. PLEDGE OF ALLEGIANCE</b>
<b>7:02 p.m.</b>	<b>3. ADDITIONS AND CHANGES TO THE AGENDA</b>
<b>7:05 p.m.</b>	<b>4. PUBLIC COMMENT</b> 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.)
<b>7:10 p.m.</b>	<b>5. GOOD TO KNOW/SPECIAL RECOGNITION</b>
<b>7:30 p.m.</b>	<b>6. APPOINTMENTS AND RESIGNATIONS</b>

**7:35 p.m. 7. TOWN MANAGER'S REPORT**

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

**7:45 p.m. 8. OLD BUSINESS**

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Department of Public Works Action Committee Update
- c) Town Manager's Annual Evaluation
- d) Any Other Old Business

**8:05 p.m. 9. NEW BUSINESS**

- a) Economic Development Policy and Strategy
- b) Horton Property Master Plan
- c) Schedule Special Town Meeting – GHS Roof and DPW Project
- d) Draft Agenda for February 6, 2025 Meeting
- e) Any Other New Business

**8:20 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 January 2, 2025 – Regular Meeting

**8:25 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

**8:35 p.m. 12. PUBLIC COMMENT**

**8:40 p.m. 13. ADJOURNMENT**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 2, 2025**

**CONSENT AGENDA**

Proposed Motion:

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

**a) APPROVAL OF MINUTES**

- 10.a.1 December 5, 2024 – Public Hearing
- 10.a.2 December 5, 2024 – Regular Meeting

**b) APPROVAL OF TAX REFUNDS**

- |                             |          |
|-----------------------------|----------|
| 10.b.1 ACAR Leasing         | \$484.04 |
| 10.b.2 Toyota Leasing Trust | \$645.85 |

TOWN OF HEBRON  
BOARD OF SELECTMEN  
PUBLIC HEARING  
Thursday, December 5, 2024

RECEIVED

2024 DEC 10 A 10:42

HEBRON TOWN CLERK

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**Board of Selectmen Present:** D.Larson, P.Kasper, T.Thiele, K. Petit

**Staff Present:** D. Lanza

**Guests:** Matt Hart - CRCOG

**Call to Order:**

Chairman Kasper called the Public Hearing to order at 6:45 p.m., read the meeting notice and stated that the proposed ordinance was prepared with Town Attorney input.

**Public Comment:**

K. Petit stated that he supports the proposal but was concerned about items injected in the draft ordinance that are not included in the general statute. The concerns were that the appointed terms may be out of sink with the elected BAA member terms. K. Petit recommended keeping language as close to the statute as possible. D. Lanza stated that the Charter Revision Commission is considering either adding the three appointed alternates or recommending a five member elected BAA, with a recommendation to repeal the alternates.

It was the consensus of the BOS to consider revising language to include "up to a four year term" to allow for alignment of terms.

The Public Hearing was closed at 6:57 p.m.

Respectfully Submitted,

Donna Lanza

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN**  
**Regular Meeting (Hybrid)**  
Town Office Building – 15 Gilead Street  
Thursday, December 5, 2024 - 7:00 PM

**RECEIVED**  
2024 DEC -9 A 8 25  
EJL (TSS) -  
HEBRON TOWN CLERK

**MINUTES**

**ATTENDANCE:**

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

**Staff:** Donna Lanza, Matthew Bordeaux (remote), Craig Bryant (remote)

**Guests:** Matt Hart, Community Voice Channel, Kathy Williams, Holly Habicht, Peter Starkel, Rich Marzi, Chris Cyr

**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**

**A. CRCOG Presentation**

Matt Hart, executive director of the Capitol Region Council of Governments (CRCOG), of which Hebron is a member, provided an overview of CRCOG's programs, services, and initiatives, including those in transportation planning, regional planning and development, administrative and municipal services, and public safety and homeland security. Selectmen inquired about opportunities for grants and funding for smaller or more rural municipalities, as well as potential housing repairs for senior citizens.

**6. Town Manager's Report**

D. Lanza reported, noting Hebron's Holiday Celebration will be Saturday, December 7<sup>th</sup> from 3 p.m. to 5 p.m. Events will include ribbon cutting at the new Pendleton Drive pedestrian bridge at 3:30, and the tree lighting at 5. Work on finalizing ARPA projects and CIP budget development is ongoing. An RFQ for design professionals for the DPW project will be issued shortly.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, December 5, 2024 - 7:00 PM**

**7. Old Business**

**A. ARPA Update**

D. Lanza shared updated ARPA figures, and presented A. Tierney’s recommendations regarding project closeouts, allocation of unused ARPA funds, and remaining projects. M. Bordeaux reviewed projects related to both the Peters House and Horton House, and stated his confidence in having all necessary contracts in place by the 31<sup>st</sup>. Town Manager recommendations are presented below.

**Recommended projects to close and return ARPA funds for reappropriation:**

Pendleton Drive to Library Pedestrian Bridge _____	\$ 35,000
(partial close – balance remaining \$24,967)	
Upgrades Burnt Hill Park Baseball Field _____	\$ 56,964
Green Committee Funding Special Project _____	\$ 4,904
	\$ 96,868
Remaining ARPA Funds Held in Reserve _____	\$ 51,450
<b>Total ARPA Funds Available</b> _____	<b>\$ 148,318</b>

**Projects requiring additional funding to award bid:**

Veteran’s Memorial Park Skate Park  
Budget \$331,000, Balance \$329,325, Bid \$380,000  
Remaining Engineering and Other: \$2,330  
**Additional Funding Needed: \$53,000**

Veteran’s Memorial Park Field Lighting  
Budget \$250,000, Balance \$229,315, Bid \$297,903  
Remaining Engineering and Other: \$40,465  
Funding from Baseball Organization \$40,000  
**Additional Funding Needed: \$69,053**

**Other Adjustments:**

The Town Manager is recommending that the request from the Hebron Historical Society that funding for cemeteries in the amount of \$24,800 be transferred to Old Town Hall repairs be authorized by the BOS, with the stipulation the funds be used only for Old Town Hall repairs/upgrades.

**Balance Remaining after above adjustments** \_\_\_\_\_ **\$ 26,265**

**Additional projects to fund:** The Town Manager is recommending the BOS approve funding for the Hebron Elementary School Playscape Repair for \$26,000.



**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, December 5, 2024 - 7:00 PM**

**Motion by T. Thiele that the Board of Selectmen approve the Town Manager’s recommendations for the reallocation and project closings of ARPA funds as presented. The motion passed unanimously (5-0).**

**B. DPWAC Update**

P. Kasper reported many items in-process following R. Steiner’s recent presentation to the BoS, with additional updates planned soon.

**C. Adopt Ordinance for Board of Assessment Appeals Alternates**

**Proposed Resolution by D. Larson:**

**BE IT RESOLVED**, by the Hebron Board of Selectmen that in accordance with Section 404 of the Hebron Town Charter the following ordinance be adopted:

**Ordinance Establishing the Appointment of Alternate Members to the Board of Assessment Appeals**

**1. Membership Generally**

The Board of Assessment Appeals is constituted in accordance with section 203 of the Hebron Town Charter and consists of three members each elected to four-year terms.

**2. Appointment of Alternate Members**

The Board of Selectmen may appoint three (3) alternate members to the Board of Assessment Appeals in accordance with Conn. Gen. Stat. §9-199(b). Each alternate member shall be an elector of the municipality and shall be appointed up to a four-year term. When seated, an alternate member shall have all the powers and duties of a member of the Board of Assessment Appeals.

**The resolution passed unanimously (5-0).**

**D. Other Old Business**

None.

**8. New Business**

**A. Award Bid for Veteran’s Memorial Park Skate Park**

C. Bryant is negotiating with the contractor in hopes of bringing the number down, mostly via in-kind type services.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, December 5, 2024 - 7:00 PM**

**Motion by K. Petit that the Hebron Board of Selectmen award the bid for the Veteran’s Memorial Park Skate Park to Rampage of Stratford, Connecticut, in an amount not to exceed \$380,000, and authorize Andrew J. Tierney, Town Manager, to sign any necessary contract documents. The motion passed unanimously (5-0).**

**B. Award Bid for Veteran’s Memorial Park Field Lighting**

**Motion by P. Kasper that the Hebron Board of Selectmen award the bid for the Veteran’s Memorial Park Field Lighting to Earthlight Solar and Energy Solutions of Ellington, Connecticut, in an amount not to exceed \$298,000, and authorize Andrew J. Tierney, Town Manager, to sign any necessary contract documents. The motion passed unanimously (5-0).**

**C. Approve Fire Department Grant Application**

Chief P. Starkel stated the grant, if awarded, will be used to purchase two additional hydrant gate valves.

**Motion by C. Riley that the Hebron Board of Selectmen approve the application to the Connecticut Water Firefighter Support Grant Program in the amount of \$2,000 for fire hydrant gate valves and authorize Andrew J. Tierney, Town Manager, to apply for accept and receive the grant. The motion passed unanimously (5-0).**

**D. Schedule Special BOS Meeting to Discuss ARPA**

Selectmen declined to schedule a special meeting, noting the regular meeting of December 19<sup>th</sup> will allow for additional adjustments if needed.

**E. Draft Agenda for December 19, 2024 Meeting**

**F. Other New Business**

None.

**9. Consent Agenda**

**A. Approval of Minutes**

**1. November 21, 2024 – Regular Meeting**

**B. Tax Refunds**

None.

**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 (5-0).**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, December 5, 2024 - 7:00 PM**

**10. Liaison Reports**

- A. AHM – No report.
- B. Hebron BoE – No report.
- C. BoF – *(audio issues)*
- D. OSLAC – *(audio issues)*
- E. RHAM BoE – No report.

**11. Public Comment**

None.

**12. Adjournment**

**Motion by T. Thiele to adjourn the Hebron Board of Selectmen’s meeting at 8:22 p.m.**

Meeting adjourned.

Respectfully submitted,  
Hannah Walcott (Board Clerk)