

**MISSION STATEMENT**

The Board of Selectmen, acting as stewards of the Town and agents of the people, will provide services that promote safety; an affordable healthy living environment; and through effective land use and town resources, an economic base that creates jobs and tax assistance to the community while preserving our rural historic character.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING (HYBRID)  
TOWN OFFICE BUILDING – 15 GILEAD STREET**

**Board of Selectmen Regular Meeting**  
 April 3, 2025, 7:00 PM (America/New York)  
**Please join my meeting from your computer, tablet or smartphone.**  
<https://meet.goto.com/305861645>  
**You can also dial in using your phone.**  
 Access Code: 305-861-645  
 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>

RECEIVED  
 2025 MAR 31 P 2:06  
 HEBRON TOWN CLERK

**Thursday, April 3, 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>
7:15 p.m.	6. <b>APPOINTMENTS AND RESIGNATIONS</b> a) Parks and Recreation Commission Resignation b) Open Space Land Acquisition Committee Resignation c) Economic Development Commission Alternate Appointment

**7:25 p.m. 7. TOWN MANAGER'S REPORT**

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

**7:35 p.m. 8. OLD BUSINESS**

- a) American Rescue Plan State and Local Recovery Funds Update\*\*\*
- b) Department of Public Works Action Committee Update
- c) Town Manager's Annual Evaluation
- d) Approve Agreement for Consulting Architect\*\*\*
- e) Local Option for Use of Alternate MV Depreciation Schedule
- f) Economic Development Commission Economic Vision Document\*\*\*
- g) Any Other Old Business

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

**7:50 p.m. 9. NEW BUSINESS**

- a) Approve Supplemental Appropriation Request for Department of Public Works Design Professional
- b) Adopt Resolution for Gilead Hill School Roof Project Appropriation
- c) Approve Call and Appoint Moderator and Alternate Moderator for the April 24, 2025, Special Town Meetings
- d) Tax Abatement Ordinance – Annual Interest Rate Review
- e) Budget Communications and Approve Explanatory Text Flyer
- f) Draft Agenda for April 17, 2025 Meeting
- g) Any Other New Business

**8:25 p.m. 10. CONSENT AGENDA**

Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in this section may request the Chair to remove it for later discussion and a separate vote if necessary.

- a) **APPROVAL OF MINUTES**
  - 10.a.1 March 11, 2025 – Regular Meeting/Budget Workshop
  - 10.a.2 March 18, 2025 – Regular Meeting/Budget Workshop
  - 10.a.3 March 20, 2025 – Regular Meeting
  - 10.a.4 March 25, 2025 – Regular Meeting/Budget Workshop

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**APPOINTMENTS AND RESIGNATIONS**

**a. Parks and Recreation Commission Resignation**

Attached is correspondence from Kate Wilcox resigning her position on the Parks and Recreation Commission effective April 12, 2025.

**Proposed Motion:**

Move that the Hebron Board of Selectmen accept the resignation of Kate Wilcox from the Parks and Recreation Commission with regret and thanks for her service to the Town of Hebron.

**b. Open Space Land Acquisition Committee Resignation**

Attached is correspondence from Kate Wilcox resigning per position on the Open Space Land Acquisition Committee effective April 12, 2025.

**Proposed Motion:**

Move that the Hebron Board of Selectmen accept the resignation of Kate Wilcox from the Open Space Land Acquisition Committee with regret and thank for her service to the Town of Hebron.

**c. Economic Development Commission Alternate Appointment**

Attached is correspondence from Tim Casey (U) expressing interest in being appointed to the Economic Development Commission. There are currently two alternate member vacancies.

**Proposed Motion:**

Move that the Hebron Board of Selectmen appoint Tim Casey as an alternate member of the Economic Development Commission to a term to run until **December 2026 OR 2028.**

Kate Wilcox  
383 Martin Rd.  
Hebron, CT 06248  
kwilcox@hebronct.com  
860-428-1165

RECEIVED  
2025 MAR 21 A 11:48  
HEBRON TOWN CLERK

March 21, 2025

Andrew Tierney  
Town Manager  
15 Gilead St.,  
Hebron, CT 06248

Dear Andy,

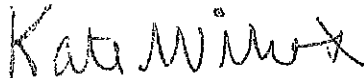
I am writing to formally resign from my positions on both the Parks and Recreation Commission and the Open Space Commission, effective April 12th. Due to a relocation for work, I will no longer be able to participate in the activities of these commissions, nor will I be a part of the wonderful Hebron community.

I am extremely proud of the work these commissions have accomplished and the positive impact they have had on our community. It has been a privilege to contribute to these efforts, and I will continue to support the commissions from afar.

Thank you for the opportunity to work alongside such dedicated individuals. I am grateful for the experiences and the friendships I have gained during my time here.

Please let me know if there is anything I can do to assist during this transition period.

Sincerely,



Kate Wilcox

## Donna Lanza

---

**From:** Matthew Bordeaux  
**Sent:** Tuesday, March 25, 2025 1:17 PM  
**To:** Andy Tierney  
**Cc:** Donna Lanza; Dori Wolf  
**Subject:** Fw: Economic Development Committee, Tim Casey

Please see the email below from Tim Casey, expressing his interest in joining the Economic Development Commission. Tim attended a special meeting on February 25, 2025.

Matthew R. Bordeaux  
Director of Planning and Development  
Town of Hebron, CT  
Hebron, CT 06248  
P: (860) 228-5971 x137

[Town of Hebron | Historic Charm with a Vision for the Future](#)

---

**From:** nhenterprise7@aol.com <nhenterprise7@aol.com>  
**Sent:** Tuesday, March 25, 2025 12:02 PM  
**To:** michelle@theflourgirlct.com <michelle@theflourgirlct.com>; Matthew Bordeaux <mbordeaux@hebronct.com>  
**Subject:** Economic Development Committee, Tim Casey

[Sent from AOL on Android](#)

Dear Michelle,

As chair of the Hebron Economic Development Committee and to anyone else who you may know that needs to see the following information please share it.

I am writing this to formally express my interest in filling one of the currently open seats with the Hebron Economic Development Committee.

After talking to Crandall Yopp, listening in to the meeting I was invited to as a guest and reading what it is that the EDC hopes to accomplish in the future, I believe I may have some value to add to the current team of people.

I have a long and good history with Hebron and have lived here for over 20 years with my wife and Four children. We have owned and operated our family Construction company for almost 40 years. I started in Hebron with the construction of new homes starting in the early 80's then moving into more commercial projects through out New England which we are registered and licensed to work, in Hebron we have done other projects like the original Xtra Mart, Staff Mates both at the time where in the historical district and took alot of planning and care.

I believe I can offer to this group when and if needed construction management, planning and construction feasibility which can help new businesses want to come in to town and to help make wise choices for both them and our town, and for us to better understand what our town maybe be able to add for their immediate and long term success.

My Family and I have enjoyed a very good life in Hebron and we have been involved over the years in many town events and planning and at some level with most of the churches in town for over 30 years in joint community events with our church, we where on the board for the Hebron interfaith, and have been involved with the Lions club for 20 years with the Hebron Harvest fair.

I look forward to see our town develop and grow in a way that serves the people who live here now and also creating a welcoming place for new families and businesses.

Please let me know if you have any further questions for me.

Thank You

Tim Casey

CCM Services of New England LLC

39 Prentice Hill Rd

Hebron, Ct. 06248

806-428-9145

**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**



# *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)**

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

March 26, 2025

Ms. Sharon Garrard-Hoffman  
53 Ridgeway Street  
Newington, CT 06111

Dear Sharon:

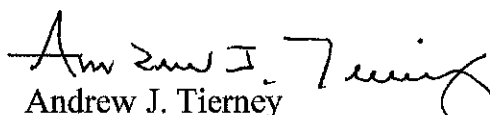
As the Town Manager of Hebron and on behalf of the Board of Selectmen and town residents, I want to personally congratulate and thank you for your 20 years of service, as of March 21, 2025.

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  
FAX: (860) 228-4859  
[www.hebronct.com](http://www.hebronct.com)**

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

March 26, 2025

Mr. Thomas Regan  
21 Victory Lane  
Wethersfield, CT 06109

Dear Tom:

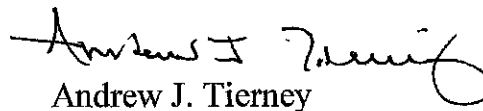
As the Town Manager of Hebron and on behalf of the Board of Selectmen and town residents, I want to personally congratulate and thank you for your 5 years of service, as of March 9, 2025.

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  
APRIL 3, 2025**

**DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE**

Chairman Kasper will provide an update at the meeting.

The interviews have been conducted and a recommendation from the Department of Public Works Action Committee is forthcoming. A Special Town Meeting has been scheduled for April 24, 2025, to act on funding for the design professional.

The Boards of Selectmen and Finance will be asked to approve a supplemental appropriation in the amount of \$XXX,XXX to be sent to Special Town Meeting for approval.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**TOWN MANAGER'S ANNUAL EVALUATION**

The Board of Selectmen will provide an update at the meeting.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**LOCAL OPTION FOR USE OF ALTERNATE  
MOTOR VEHICLE DEPRECIATION SCHEDULE**

This was discussed at the last meeting and the Board of Selectmen requested the Town Attorney advise if an ordinance would be required to implement the local option. The Town Attorney's response is that an ordinance is not required. The Board of Selectmen is authorized to approve.

**Proposed Resolution:**

BE IT RESOLVED, that the Hebron Board of Selectmen approve adoption of the local option allowed under Public Act 25-2 (HB 7067 Section 7 (b)) to elect to apply a modified schedule of depreciation as outlined in Public Act 25-2 (HB 7067, Section 7 (b)) with respect to motor vehicles based upon manufacturer's suggested retail price of such motor vehicles, provided no motor vehicle shall be assessed at an amount less than \$500.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**APPROVE SUPPLEMENTAL APPROPRIATION REQUEST FOR DEPARTMENT OF  
PUBLIC WORKS DESIGN PROFESISONAL**

**Proposed Resolution:**

BE IT RESOLVED, pursuant to Section 303 B of the Hebron Town Charter, that the Hebron Board of Selectmen approve a supplemental appropriation in the amount of \$XXX,XXX to engage a contractor to prepare a program, design documents, and cost estimates to build a new Hebron Public Works facility at 550 Old Colchester Road in Amston, CT, and forward to the Board of Finance for approval, for eventual approval at the Special Town Meeting scheduled for April 24, 2025.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**ADOPT RESOLUTION REGARDING THE APPROPRIATION FOR THE GILEAD HILL  
SCHOOL ROOF REPLACEMENT**

**Proposed Resolution:**

**Please see attached Resolution**

**RESOLUTIONS OF THE BOARD OF SELECTMEN**  
**APRIL 3, 2025**

Item \_\_\_\_.

M \_\_\_\_\_ introduced the following resolution, which was seconded by M \_\_\_\_\_:

RESOLVED, that the Board of Selectmen approves the appropriation and recommends to the Board of Finance its approval of the authorization to issue bonds, notes or other obligations, which the Board of Selectmen deem to be in the best interests of the Town, all as provided in the following resolution:

**RESOLUTION APPROPRIATING \$2,925,000 FOR ROOF REPLACEMENT AT THE GILEAD HILL SCHOOL; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF SAID APPROPRIATION NOT DEFRAID FROM GRANTS ANTICIPATED TO TOTAL \$1,333,924**

RESOLVED,

1. That the Town of Hebron appropriate TWO MILLION NINE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$2,925,000) for costs related to replacement of the roof at Gilead Hill School, consisting of, but not limited to, the shell, partitions to conceal interior drains, interior finishes, rain water drainage, special construction and demolition, fencing and other sitework preparation. The appropriation may be spent for design, demolition and construction costs, equipment, materials, site improvements, survey costs, architects' fees, engineering fees, other consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing, including the preparation of schematic drawings and outline specifications for the project. The HES And GHS School Roof Building Committee is established as the building committee with regards to the project and shall determine the particulars and scope of the project and may reduce or modify the project, and the entire appropriation may be expended on the project as so reduced or modified.

2. That the Town issue bonds or notes in an amount not to exceed TWO MILLION NINE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$2,925,000) to finance the appropriation for the project. The amount of bonds, notes or obligations authorized to be issued shall be reduced by the amount of grants, anticipated to total \$1,333,924, received by the Town for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

3. That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION NINE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$2,925,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes

shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

4. That the Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

5. That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

6. That the Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

7. That the Chairman of the Board of Selectmen, the Town Manager, the Treasurer of the Town, the Board of Education, the Superintendent and the Business Manager of the Board of Education are each authorized to apply to the State Commissioner of Administrative Services for and to accept or reject state or other grants for the project, to file applications with the State Board of Education or other grantors, to execute grant agreements for the project, and to file such documents as may be required by the State Board of Education or other grantors to obtain grants for the costs of financing the project. Any grant proceeds may be used to pay costs of the project or principal and interest on bonds, notes or temporary notes.



8. That the Board of Selectmen, the Chairman of the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education, the Superintendent, the Business Manager of the Board of Education and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

FURTHER RESOLVED, that, contingent on the aforesaid approval of the Board of Finance of the proposed appropriation and borrowing authorization for the aforesaid roof replacement at Gilead Hill School, a Special Town Meeting of the Town of Hebron be held in the Community Room of the Douglas Library of Hebron, 22 Main Street, in Hebron, on Thursday, April 24, 2025, at 7:00 P.M. to discuss, consider and act a resolution approving the appropriation and bond and note authorization for said project.

FURTHER RESOLVED, That the Moderator for the meeting will be M \_\_\_\_\_ and the Alternate Moderator for the meeting will be M \_\_\_\_\_.



# *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)**

ANDREW J. TIERNEY  
TOWN MANAGER

PETER D. KASPER  
CHAIRMAN

DANIEL LARSON  
VICE CHAIRMAN

TIFFANY V. THIELE  
SELECTMAN

KEITH PETIT  
SELECTMAN

CLAUDIA TEJADA RILEY  
SELECTMAN

March 27, 2025

Mr. Peter Kasper, Chairman  
Hebron Board of Selectmen  
Town of Hebron  
15 Gilead Street  
Hebron CT 06248

Dear Board of Selectmen:

This will serve as formal request to the Board of Selectmen for:

Appropriating \$2,925,000 for roof replacement at the Gilead Hill School; and authorize the issue of bonds and notes in the same amount to finance the portion of said appropriation of for the Gilead Hill School Roof Replacement Project

I request the Board adopt a Resolution and forward to the Board of Finance for their approval and eventual approval at Special Town Meeting scheduled for April 24, 2025.

Thank you.

Sincerely,

Andrew J. Tierney  
Town Manager

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**APPROVE CALL and APPOINT MODERATOR AND ALTERNATE MODERATOR  
FOR THE APRIL 24, 2025, SPECIALTOWN MEETING**

A Special Town Meeting has been scheduled for Thursday, April 25, 2025, at 7:00 p.m. in the Douglas Library Community Room, Douglas Library of Hebron, 22 Main Street, Hebron, Connecticut to consider the following:

**Proposed Resolution:**

**BE IT RESOLVED** that the Hebron Board of Selectmen approve the Meeting Call for the Special Town Meeting scheduled for Thursday, April, 24, 2025, at 7:00 p.m. as presented (or amended); and

**BE IT FURTHER RESOLVED** that Scot Kauffman be appointed Moderator and Kevin Connors be appointed Alternate Moderator.

**LEGAL NOTICE**

**TOWN OF HEBRON  
SPECIAL TOWN MEETING**

The electors and voters of the Town of Hebron are hereby given notice and warned that a Special Town Meeting will be convened on Thursday, April 24, 2025, at 7:00 p.m. in the Community Room at the Douglas Library of Hebron, 22 Main Street, Hebron, Connecticut, to consider and act upon the following:

1. ADOPT RESOLUTION APPROPRIATING \$2,925,000 FOR ROOF REPLACEMENT AT THE GILEAD HILL SCHOOL; AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE PORTION OF SAID APPROPRIATION NOT DEFRAIDED FROM GRANTS ANTICIPATED TO TOTAL \$1,333,924
2. APPROVE A SUPPLEMENTAL APPROPRIATION FROM THE UNASSIGNED FUND BALANCE IN THE AMOUNT OF \$XXX,XXX TO PREPARE A PROGRAM, DESIGN DOCUMENTS, AND COST ESTIMATES TO BUILD A NEW HEBRON PUBLIC WORKS FACILITY AT 550 OLD COLCHESTER ROAD IN AMSTON, CT

Dated at Hebron, Connecticut, this 3<sup>rd</sup> day of April 2025.

Hebron Board of Selectmen

Peter Kasper, Chairman

Daniel Larson, Vice Chairman

Tiffany V. Thiele

Keith Petit

Claudia Tejada Riley

**TOWN OF HEBRON**  
**NOTICE OF SPECIAL TOWN MEETING**  
**APRIL 24, 2025**

A special town meeting of the electors and citizens qualified to vote in town meetings of the Town of Hebron, Connecticut, will be held in the Community Room of the Douglas Library of Hebron, 22 Main Street, in the Town of Hebron, Connecticut, on Thursday, April 24, 2025 at 7:00 P.M. for the following purposes:

1. To discuss, consider and act on a resolution:

(a) to appropriate \$2,925,000 for costs related to replacement of the roof at Gilead Hill School, consisting of, but not limited to, the shell, partitions to conceal interior drains, interior finishes, rain water drainage, special construction and demolition, fencing and other sitework preparation. The appropriation may be spent for design, demolition and construction costs, equipment, materials, site improvements, survey costs, architects' fees, engineering fees, other consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing, including the preparation of schematic drawings and outline specifications for the project;

(b) to authorize the issue of bonds or notes of the Town in an amount not to exceed \$2,925,000; to authorize the issue of temporary notes of the Town in amount not to exceed \$2,925,000 in anticipation of such bonds or notes; the amount of bonds, notes or obligations authorized to be issued shall be reduced by the amount of grants, anticipated to total \$1,333,924, received by the Town for the project; and to authorize the Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, of the Town to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes;

(c) to take such action to allow temporary advances of available funds which the Town reasonably expects will be reimbursed from the proceeds of borrowings; and to authorize a majority of the Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by the resolution if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years;

(d) to authorize the Chairman of the Board of Selectmen, the Town Manager and the Treasurer of the Town, or any two of them, to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes; and

(e) to authorize the Board of Selectmen, the Chairman of the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education, the Superintendent, the Business Manager of the Board of Education and other proper officers and officials of the Town to take all other action which is necessary or desirable to complete the project and to issue bonds or notes to finance the aforesaid appropriation.

Dated at Hebron, Connecticut, this \_\_\_\_ day of \_\_\_\_\_, 2025.

---

Peter D. Kasper  
Chairman  
Board of Selectmen

---

Francesca Villani  
Acting Town Clerk

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**TAX ABATEMENT ORDINANCE  
ANNUAL INTEREST RATE REVIEW**

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

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

As part of the annual interest rate review, the Board has the option to adjust the interest rate. The Town Manager is recommending that the interest rate for 2024 be increased from 4.0 percent to 4.25 percent.

**PROPOSED RESOLUTION:**

**BE IT RESOLVED** by the Hebron Board of Selectmen that in accordance with Chapter 320, Article XII Section 320-20 of the Hebron Town Code, the tax abatement interest rate for 2025 be set at \_\_\_\_\_ percent.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 2025**

**BUDGET COMMUNICATIONS AND APPROVE EXPLANATORY TEXT FLYER**

Attached is a copy of the Budget Transmittal and Summary of the Board of Selectmen's recommended budget submitted to the Board of Finance on March 28, 2025.

It is appropriate at this time for the Selectmen to discuss and decide on budget communication tools to be used for the May 6, 2025 Budget Referendum including:

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

Attached for your reference is a copy of the FY 2024-2025 Explanatory Text flyer which includes the ballot questions. If approved, the explanatory text flyer will require Town Attorney approval and be distributed in the Rivereast News Bulletin as an insert before the Referendum.

**Proposed Resolution:**

BE IT RESOLVED that the Hebron Board of Selectmen authorize an Explanatory Text flyer be prepared and distributed for the FY 2025-2026 Budget Referendum.





# Town of Hebron

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

ANDREW J. TIERNEY  
TOWN MANAGER

PETER D. KASPER  
CHAIRMAN

DANIEL LARSON  
VICE CHAIRMAN

TIFFANY V. THIELE  
SELECTMAN

KEITH PETIT  
SELECTMAN

CLAUDIA TEJADA RILEY  
SELECTMAN

March 28, 2025

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

Dear Chairman DelRosso and Board of Finance Members:

Pursuant to Section 902 E of the Hebron Town Charter the Board of Selectmen submits a proposed town government expenditure budget of \$11,606,401 to the Board of Finance for FY 2025-2026, which is a decrease of \$333,863 or -2.80 percent from the FY 2024-2025 budget.

The Board of Selectmen is recommending a CIP Budget of \$817,534 with a contribution from the general government budget of \$489,736. We also recommend funding Capital Projects at \$467,040. Debt Service will be funded at \$604,148. Open Space/Land Acquisition funding is recommended at \$50,000.

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

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

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

Sincerely,

Peter D. Kasper  
Chairman  
Hebron Board of Selectmen

cc: Hebron Board of Education  
RHAM Board of Education

**TOWN OF HEBRON**  
**2025-2026 PROPOSED BUDGET**  
**March 27, 2025**

Per Section 902 E of the Hebron Town Charter, the Board of Selectmen recommends a budget for 2025-2026 which totals \$42,510,001. This is an increase of 3.45 percent over last year's adopted budget of \$41,090,781 and represents a total dollar increase of \$1,419,220.

	ADOPTED Expenditures 2024-2025	PROPOSED Expenditures 2025-2026	Difference	Percent Change
<b>Total Town Budget</b>				
Town Government	\$ 9,646,664	\$ 9,995,477	\$ 348,813	3.62%
Contr. to Capital Improvement	1,176,734	489,736	(686,998)	-58.38%
Contr. to Open Space Acq.	100,000	50,000	(50,000)	-50.00%
Contr. to Capital Projects	133,650	467,040	333,390	249.45%
Contr. to Revaluation	40,000		(40,000)	-100.00%
Debt Service	843,216	604,148	(239,068)	-28.35%
<b>TOWN GOV'T SUB TOTAL</b>	<b>11,940,264</b>	<b>11,606,401</b>	<b>(333,863)</b>	<b>-2.80%</b>
Hebron Board of Education	13,663,914	14,336,533	672,619	4.92%
RHAM Assess(w/o debt & CIP)	15,026,007	16,057,776	1,031,769	6.87%
RHAM CIP	249,889	293,770	43,881	17.56%
RHAM Debt Service	210,707	215,521	4,814	2.28%
<b>Total General Government</b>	<b>\$ 41,090,781</b>	<b>\$ 42,510,001</b>	<b>\$ 1,419,220</b>	<b>3.45%</b>

The recommended revenue budget is as follows:

	ADOPTED 2024-2025	PROPOSED 2025-2026	Difference	Percent Change
<b>General Government</b>	<b>\$ 1,260,855</b>	<b>\$ 1,464,386</b>	<b>\$ 203,531</b>	<b>16.14%</b>
Other State Revenues	492,924	648,290	155,366	31.52%
ECS & Special Ed Grant Funding	5,997,693	5,738,509	(259,184)	-4.32%
Debt Management Contribution	862,000		(862,000)	-100.00%
Fund Balance Contribution	500,000	500,000	-	0.00%
Back Taxes / Lien Fees	400,000	400,000	-	0.00%
Tax Revenue	31,577,309	33,758,816	2,181,507	6.91%
	<b>\$ 41,090,781</b>	<b>\$ 42,510,001</b>	<b>\$ 1,419,220</b>	<b>3.45%</b>

The total amount needed to be raised by taxes is \$33,758,816 which is an increase of \$2,181,507.

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

	GRAND LIST REAL ESTATE/ PERSONAL PROPERTY	GRAND LIST MOTOR VEHICLE
Grand List - October 1, 2024	\$ 832,609,695	\$ 90,994,230
Less Board of Assessment Appeals adjustments Reductions to Grand List	\$ (300,000)	\$ (400,000)
Adjusted Grand List - October 1, 2024	\$ 832,309,695	\$ 90,594,230
Mill Value	\$ 832,310	\$ 90,594
<u>Mill Value (based upon 98.50% collection rate)</u>	<u>\$ 819,825</u>	<u>\$ 89,235</u>
Mill Rate (per proposed budget)	37.64	32.46
	30862237.62	2896578.375
	<b>\$33,758,816</b>	

37.64 (proposed mill rate)  
-34.50 (current mill rate)  
 3.14 change

FY 2025-2026

**TOWN OF HEBRON - TOWN GOVERNMENT BUDGET**  
**DEPARTMENT HEAD REQUEST TO FINAL BUDGET APPROVAL**

Account	Department/Description	Amount	Reason	Budget
				<b>46,410,776</b>
1000.100.1100.0000	FT Payroll	(60,000)	Remove Proposed New Position Building	46,350,776
1000.100.1100.0000	FT Payroll	(35,000)	Remove Proposed New Position Assessor	46,315,776
1000.100.1100.0000	FT Payroll	(35,000)	Remove New Proposed Position Finance	46,280,776
2001.100.1002.0000	Police PT PR	81,411	Add HBOE SRO	46,362,187
2001.202.2003.1000	Police St Trooper Party Patrol OT	(6,800)	Grant Expired	46,355,387
2001.202.2014.0000	Police State Trooper Services	14,063		46,369,450
2001.210.2059.0000	Police Vehicle Maintenance	(1,000)		46,368,450
2010.200.2005.0000	Fire Misc Admin Expense	(1,500)	Laptop Request moved to Town IT Budget	46,366,950
2010.202.2034.0000	Fire Misc Services	(2,733)	Remove Community Integration Module	46,364,217
2010.212.2071.0000	Fire Electricity	9,000	Actual use and rate increase	46,373,217
2010.212.2073.0000	Fire Heating Fuel	1,000	Actual use	46,374,217
2010.300.3900.0000	Fire Capital Outlay	(2,800)	Less Garage Door Lift - Replaced	46,371,417
2010.411.3090.0000	Fire Fire Hydrant	4,804		46,376,221
2012.100.1002.0000	Burning Official PT Payroll	31	PT PR Increase	46,376,252
2020.210.2054.0000	Fire Ambulance Maint	(1,500)		46,374,752
3007.100.1002.0000	Library PT PR	(21,440)	Remove Sunday Hours	46,353,312
3007.100.1002.0000	Library PT PR	(6,900)	Remove Police Coverage	46,346,412
3007.212.2071.0000	Library Electricity	(14,000)	Actual use and rate increase	46,332,412
3013.228.2214.0000	Van Misc Fees	(450)	Increase expense in Vehicle Maintenance	46,331,962
3020.201.2010.0000	Senior Center Meetings Conferences	(125)		46,331,837
3020.205.2046.0000	Senior Center Mileage	(1,150)	Mileage for Social Worker	46,330,687
3102.212.2071.0000	P & R Electricity	2,520	Based on actuals and price increase	46,333,207
3102.300.3900.0000	P & R Capital Outlay	(6,000)	Reduce trail repairs	46,327,207
4001.100.1002.0000	P & D PT PR	7,729	PT Wetland Agent - actual pay	46,334,936
4101.210.2055.0000	DPW Highway/Grounds Vehicle Repair	(20,000)		46,314,936
4102.202.2034.0000	DPW Town Yard/Garage	(6,000)		46,308,936
4102.212.2071.0000	DPW Electricity	5,610	Actual use and rate increase	46,314,546
4103.212.2072.0000	DPW Street Lighting (Town Wide)	6,275	Actual use and rate increase	46,320,821
4103.224.2150.0000	DPW Street Services	(6,400)	Storm drain cleaning reduction	46,314,421
4103.225.2160.0000	DPW Street Services	(12,500)	Road repair materials	46,301,921
5010.410.4001.0000	Worker's Compensation Insurance	(6,000)	CIRMA premium adjustment	46,295,921
5010.410.4002.0000	LAP Insurance	(3,000)	CIRMA premium adjustment	46,292,921
5020.411.2007.0000	Employee Benefits FICA	(5,295)	FICA Adjustment	46,287,626
5020.411.4008.0000	Employee Benefits Medical Insurance	22,600	Add HBOE SRO	46,310,226
5020.411.4013.0000	Employee Benefits Deferred Comp	(32,296)	Match based on actuals	46,277,930
5050.227.2188.0000	Contribution to CIP	(2,537,961)	Reduce Projects/Alternative Funding	43,739,969
5051.227.2188.0000	Contribution to Land Acquisition	(75,000)		43,664,969
5052.227.2188.0000	Contribution to Capital Projects	(21,000)	Remove Mower	43,643,969
5053.227.2188.0000	Contribution to Revaluation	(40,000)	Adequate funds available	<b>43,603,969</b>

FY 2025-2026

TOWN OF HEBRON - TOWN GOVERNMENT BUDGET

DEPARTMENT HEAD REQUEST TO FINAL BUDGET APPROVAL

5090,228,2204.0000	RHAM Levy	(379,060)	RHAM Credit	43,224,909
5090,228,2204.0000	RAHM Levy	(297,889)	RHAM Budget Reductions 2/24/25	42,927,020

CHANGES MADE after March 1, 2025

				42,927,020
1000,100,1125.0000	Payroll	200	Contractual Commitments	42,927,220
5020,411,4008.0000	Employee Benefits Medical Insurance	(5,130)	Reduction from 8 % to 7 % 3/13/2025	42,922,090
5090,228,2204.0000	RHAM Levy	6,843	RHAM Budget 3/17/2025	42,928,933
8100,800,8001.0000	Hebron BOE	(113,432)	HBOE Reduction 3/20/2025	42,815,501

CHANGES MADE by BOS March 27, 2025

1001,201,2010.0000	Selectmen	(2,500)	Meetings and Conferences	42,813,001
2001,100,1001.0000 and other	Police	(101,000)	Reduce SRO	42,712,001
2010,100,1004.0000 & 2010,208,2120.0000	Fire	(50,000)	Per Diem PR and Point Remuneration	42,662,001
5050,227,2188.00	Contribution to CIP	(75,000)	Parks and Recreation Master Plan	42,587,001
5051,227,2188.0000	WPCA - Transfer to Other Funds	(27,000)	WPCA Administrator Salary	42,560,001
5056,227,2188.0000	Contribution to OSLAC	(50,000)		42,510,001

**TOWN OF HEBRON  
CAPITAL IMPROVEMENT PROGRAM  
FY 2025-2026  
BOARD OF SELECTMEN  
APPROVED MARCH 27, 2025**

Project	Amount
Road Resurfacing and Road Improvements	\$ 340,475
Douglas Library Parking Lot Paving	\$ 173,919
Hebron Green Design Services (2023 STEAP Grant Match)	\$ 100,000
Horton House Improvements	\$ 92,800
Replace Ambulance Stretcher and Stretcher Lift	\$ 77,840
Senior Center Parking Drainage and Repave - Second Year Funding	\$ 32,500
<b>Total Recommended CIP Budget</b>	<b>\$ 817,534</b>

**FY 2025-2026  
CIP Budget Revenue  
BOARD OF SELECTMEN APPROVED MARCH 27, 2025**

	Proposed 2025-2026
Balance from Previous Appropriations	\$ 184,169
LOCIP Funding	\$ 102,229
Funding from Other Sources: Public Safety Fund	\$ 11,400
Interest	\$ 30,000
General Fund Contribution	\$ 489,736
<b>Total Revenues</b>	<b>\$ 817,534</b>

**Completed Project Balances**

1994 International Trailer - Surplus Sale	952	
1995 GMC - Surplus Sale	1,875	
2001 Ford F-550 w/ plow- Surplus Sale	5,151	
2003 Ford F-250 - Surplus Sale	2,225	
2005 Ford Crown Victoria - Surplus Sale	975	
2009 GMC Sierra - Surplus Sale	4,150	
2013 Ford F-150 - Surplus Sale	2,126	
Douglas Library Roof Project 17-18	7,883	003.1.6000.300.1808.3007
Douglas Library Roof Project 21-22	45,478	003.1.6000.300.2210.0000
Douglas Library Roof Project - State Reimbursement	80,615	
23-24 FY CIP TRK 52 Replace	294	003.1.6000.300.2402.0000
CT Trail Connect Grant 20-21	30,102	003.1.6000.300.8024.3102
CT Connectivity Grant 19-20	2,344	003.1.6000.300.8911.3103
	<b>184,169</b>	

**TOWN OF HEBRON  
CAPITAL EXPENDITURES - \$10,000 - \$75,000  
BOARD OF SELECTMEN  
APPROVED MARCH 27, 2025**

**Public Works Department**

Wellswood Pipe Relining	45,400
Crew Cab Pickup Truck (Truck 4)	30,000
Transfer Station Container	10,000

**Fire Department**

Ductless Splits HVAC Co # 1	28,250
Holmatro Combi Rescue Tool Co # 2	17,919
Fire Station Fire Alarm Systems	74,471

**Parks & Recreation**

Replacement of two (2) trucks (Truck 40 and Truck 54)	40,000
Veteran's Park Upgrades	65,000

**Building/Planning/Health**

Village Square Market Review	12,000
Yaps House Demolition	25,000
Hebron Center Water Supply Test Wells	44,000
Landscape Improvements:	50,000
St. Peter's Field, GHS, HES, Hebron Green	
Hebron Green Lighting Electrical Upgrade	25,000

**Total Capital Expenditures                   \$ 467,040**



# TOWN OF HEBRON FISCAL YEAR 2024-2025 PROPOSED BUDGET

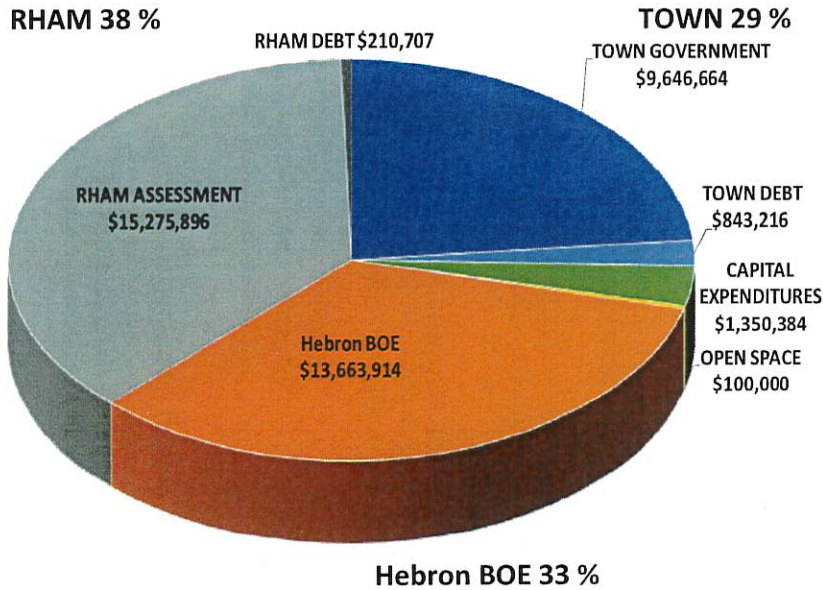
TUESDAY, MAY 7, 2024 BUDGET REFERENDUM 6:00 a.m. — 8:00 p.m.

HEBRON ELEMENTARY SCHOOL — 92 CHURCH STREET

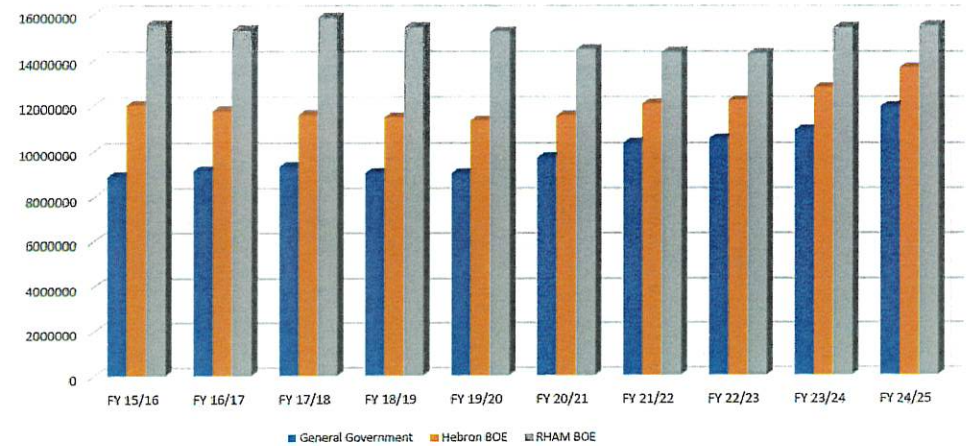


BUDGET INFORMATION AVAILABLE AT: Town of Hebron: <https://hebronct.com/budget-information/>;  
 RHAM BOE: <https://www.rhamschools.org>; Hebron BOE: <https://hebron.k12.ct.us/district/budget>

## FY 2024-2025 BUDGET OVERVIEW



## EXPENDITURE BUDGET HISTORY



## CAPITAL IMPROVEMENT PROGRAM BUDGET

Project	Amount
Road Resurfacing and Road Improvements	\$ 330,558
Replace Truck 45 (2005)	\$ 275,466
Jones Street Culvert Replacement - Second (Final) Year Funding	\$ 44,500
Gilead Hill School Roof Restoration (partial funding)	\$ 500,000
Hebron Elementary School Roof Restoration (partial funding)	\$ 100,000
Senior Center Parking: Drainage, Repave and Expansion	\$ 75,000
<b>Total Recommended CIP Budget</b>	<b>\$ 1,325,524</b>





**TOWN OF HEBRON  
2024-2025 PROPOSED BUDGET  
May 7, 2024 BUDGET REFERENDUM**

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

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

The recommended revenue budget is as follows:

	ADOPTED 2023-2024	PROPOSED 2024-2025	Difference	Percent Change
General Government	\$ 892,661	\$ 1,260,855	\$ 368,194	41.25%
Other State Revenues	419,447	492,924	73,477	17.52%
ECS & Special Ed Grant Funding	5,997,693	5,997,693	-	0.00%
Debt Management Contribution	862,000	862,000	-	0.00%
Fund Balance Contribution		500,000	500,000	
Back Taxes / Lien Fees	400,000	400,000	-	0.00%
Tax Revenue	30,543,402	31,577,309	1,033,907	3.39%
	<b>\$ 39,115,203</b>	<b>\$ 41,090,781</b>	<b>\$ 1,975,578</b>	<b>5.05%</b>

**BALLOT QUESTIONS**

- |       |   |           |
|-------|---|-----------|
| No. 1 | SHALL THE TOWN OF HEBRON APPROVE A FY 2024-2025 BUDGET OF \$41,090,781 AS RECOMMENDED BY THE BOARD OF FINANCE?  | YES<br>NO |
| No. 2 | SHALL THE TOWN OF HEBRON APPROVE A FY 2024-2025 CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$1,325,524 AS RECOMMENDED BY THE BOARD OF FINANCE?   | YES<br>NO |
| No. 3 | SHALL THE BUDGET OF \$31,294,010 FOR THE OPERATION AND MAINTENANCE OF THE REGIONAL SCHOOL DISTRICT 8 PUBLIC SCHOOL SYSTEM (RHAM) FOR THE FISCAL YEAR JULY 1, 2024 TO JUNE 30, 2025 BE APPROVED?     | YES<br>NO |
| No. 4 | SHALL THE CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$499,777 AS RECOMMENDED BY THE REGIONAL SCHOOL DISTRICT 8 BOARD OF EDUCATION (RHAM) FOR THE FISCAL YEAR JULY 1, 2024 TO JUNE 30, 2025 BE APPROVED? | YES<br>NO |

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

**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**

<p><b>Board of Selectmen Regular Meeting</b>  April 17, 2025, 7:00 PM (America/New York)  <b>Please join my meeting from your computer, tablet or smartphone.</b>  <a href="https://meet.goto.com/456341053">https://meet.goto.com/456341053</a>  <b>You can also dial in using your phone.</b>  Access Code: 456-341-053  United States: <a href="tel:+14086503123">+1 (408) 650-3123</a>  <b>Get the app now and be ready when your first meeting starts:</b>  <a href="https://meet.goto.com/install">https://meet.goto.com/install</a></p>
--

**Thursday, April 17, 2025**

**7:00 p.m.**

**AGENDA**

Time Guideline	
7:00 p.m.	<b>1. CALL TO ORDER</b>
7:00 p.m.	<b>2. PLEDGE OF ALLEGIANCE</b>
7:02 p.m.	<b>3. ADDITIONS AND CHANGES TO THE AGENDA</b>
7:05 p.m.	<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.)
7:10 p.m.	<b>5. GOOD TO KNOW/SPECIAL RECOGNITION</b>
7:15 p.m.	<b>6. APPOINTMENTS AND RESIGNATIONS</b>
7:25 p.m.	<b>7. TOWN MANAGER’S REPORT</b> a) Recent Activities b) Correspondence c) Town Manager Updates

- 7:35 p.m. 8. OLD BUSINESS**
- a) American Rescue Plan State and Local Recovery Funds Update
  - b) Department of Public Works Action Committee Update
  - c) Town Manager's Annual Evaluation
  - d) Approve Agreement for Consulting Architect
  - e) Economic Development Commission – Economic Vision Document
  - g) Any Other Old Business
- 7:50 p.m. 9. NEW BUSINESS**
- a) Budget Communications and Approve Explanatory Text Flyer
  - b) Draft Agenda for May 1, 2025 Meeting
  - c) Any Other New Business
- 8:25 p.m. 10. CONSENT AGENDA**
- Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in this section may request the Chair to remove it for later discussion and a separate vote if necessary.
- a) **APPROVAL OF MINUTES**
    - 10.a.1 March 27, 2025 – Regular Meeting/Budget Workshop
    - 10.a.2 April 3, 2025 – Regular Meeting
  - b) **TAX REFUNDS**
- 8:30 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
- 8:40 p.m. 12. PUBLIC COMMENT**
- 8:45 p.m. 13. ADJOURNMENT**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
APRIL 3, 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 March 11, 2025 – Regular Meeting – Budget Workshop
- 10.a.2 March 18, 2025 – Regular Meeting – Budget Workshop
- 10.a.3 March 20, 2025 – Regular Meeting
- 10.a.4 March 25, 2025 – Regular Meeting – Budget Workshop

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 11, 2025 - 7:00 PM**

RECEIVED  
2025 MAR 17 A 10:06  
EJK Asst.  
HEBRON TOWN CLERK

**MINUTES**

**ATTENDENCE:**

**Board of Selectmen (Present):** Peter Kasper (Chair), Dan Larson, Keith Petit, Claudia Tejada Riley

**Board of Finance (Present):** Diane Del Rosso (Chair, remote), Mal Leichter, Michael McCormack, Brian Thibeault

**Staff:** Donna Lanza, Lori Granato, Chief Peter Starkel

**Guests:** Chris Hemberger, Chris Phelps, Kevin Kelly, Adam Ockman, Fire Department personnel

**1. Call to Order**

**2. Pledge of Allegiance**

P. Kasper called the Board of Selectmen to order at 7:00 p.m. M. McCormack called the Board of Finance to order at 7:00 p.m. The Pledge of Allegiance was recited. Technical difficulties led to reorganization of the agenda, with Section 4 (WPCA) moved to next week's budget meeting. Meeting resumed at 7:30 p.m.

**3. Public Comment**

None.

**4. Water Pollution Control Authority (WPCA)**

Tabled.

**5. Fire Department and Ambulance Service (Accounts 2010 and 2020)**

Chief Starkel presented. Operational data for the past year, including overlapping and overall call volume, was reviewed. He also outlined staffing challenges among both paid and volunteer staff, including increased time commitments, stating this is an issue facing departments statewide. Pay scale and a lack of affordable housing were also noted as factors. Regulatory compliance requirements were also reviewed. Temporary fixes addressing shift coverage have been enacted, including adjustments to policies and additional coverage provided by the Chief. Proposed in the upcoming budget is continued funding for additional per diem staffing coverage during the 5-11 p.m. block, as well as bumps to pay scale. Future, long-term goals include increasing paid staff. Additional overtime funding is also sought.

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 11, 2025 - 7:00 PM**

Chief Starkel then reviewed capital needs, including stretcher and stretcher lift, HVAC system upgrades at Company 1, and department-wide fire alarm system upgrades, with specific deficiencies in the latter two noted.

Board members sought additional detail on staffing challenges, and attempts to increase volunteerism. Chief Starkel noted continued outreach efforts and declining overall interest in firefighting as a career. Regional staffing and mutual aid coverage issues have led to increased call response times. There was extended discussion on operational costs, potential revenue streams, specific firehouse infrastructure issues, and billing practices and challenges. Further discussion focused on enhancing firefighting as a viable career, alternatives for providing ambulance service, and potential for regionalization.

**6. Miscellaneous General Government Requests**

Following questions from Board members, D. Lanza and L. Granato gave clarification on line items pertaining to services, part-time payroll, and professional training and education. This led to deliberations on budget drivers and constraints, the Town's ability to provide services consistent with resident expectations, and acceptable mill rates and tax increases.

**7. Adjournment**

**Motion by P. Kasper and seconded by C. Riley to adjourn the Board of Selectmen meeting at 9:50 p.m.**

**Motion by M. McCormack and seconded by M. Leichter to adjourn the Board of Finance meeting at 9:50 p.m.**

Respectfully submitted,  
Hannah Walcott (Board Clerk)

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 18, 2025 - 7:00 PM**

**RECEIVED**  
2025 MAR 20 P 12:02  
EK Asst  
HEBRON TOWN CLERK

**MINUTES**

**ATTENDENCE:**

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

**Board of Finance (Present):** Diane Del Rosso (Chair), Michael McCormack, Mal Leichter, Brian Thibeault, James DeDonato (remote)

**Staff:** Andrew Tierney, Donna Lanza, Lori Granato

**Guests:** Chris Hemberger, Kevin Kelly, Adam Ockman, Colin McNamara, Heather Petit, Tom Baird, Katie Uriano, Joe Margaitis, Ally Schmeizl, Kim Custance, Eleisha LeMay, Amy Doyle, Terry McManus, Chris Cyr, Sera, Brian O, George S, Kathy

**1. Call to Order**

**2. Pledge of Allegiance**

P. Kasper called the Board of Selectmen to order at 7:00 p.m. D. Del Rosso called the Board of Finance to order at 7:00 p.m.

**3. Public Comment**

**A. Adam Ockman (500 Hope Valley Rd) -** Asked the Boards to approve funding expanded preschool, noting the high quality of the program, existing waitlist, and low cost.

**4. Water Pollution Control Authority (WPCA)**

WPCA administrator K. Kelly and WPCA Chair C. Hemberger presented. The proposed budget includes a \$30 EDU raise, for an annual user fee of \$672. Main drivers include the contract with Colchester for sewage treatment and joint facilities costs. A valve recently broke and must be replaced. A sinking fund used to pay for large capital costs has a balance of roughly \$220,000. Following a question from D. Larson, K. Kelly stated some parts are kept in stock, but larger or more expensive items, such as the valve, are not. There was discussion on an I & I (inflow and infiltration) study, with C. Hemberger noting results were largely unsuccessful, as testing was conducted during a very dry period. A DEEP grant to conduct a second study (with a Town match of \$112,500) will be applied for. Board members sought detail on future joint facilities projects in neighboring towns, which will impact Hebron's costs. Sewer pump upgrades, approved as part of the 2020 bond and split

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 18, 2025 - 7:00 PM**

into two phases, were also discussed, including roughly \$3.3 million remaining to be bonded. Per C. Hemberger, the ongoing billing dispute with Lebanon due to a nonfunctioning flow meter will take about two years to resolve, once the meter is replaced and accurate flow data is analyzed. There was additional discussion on joint facilities upgrades, particularly Hebron's costs and funding options. The WPCA anticipates funding via the Town's CIP budget. B. Thibeault requested user fee comparisons with other towns.

**5. RHAM Board of Education**

Superintendent C. McNamara presented. RHAM's proposed budget of \$32,620,072 represents a 2.6% increase over last year. Hebron's share of the operating budget is 51.95%, or \$16,652,357. Capital budget, as proposed, is \$565,487, with Hebron's share at \$293,770. Fixed costs for employee salaries and benefits comprise 73% of the operating budget. Special education costs persist as a main budget driver. Capital needs including replacement of the track and sidewalk repairs were also highlighted, with C. McNamara stating the track cannot be used in competitions this spring due to its poor condition, and will be unusable after next school year. Proposed personnel changes include the addition of three School Security Officers (SSOs) and an athletic trainer, and the reduction of one language, one math, and two Special Education paraeducator positions. Board members requested detail on SSOs versus School Resource Officers (SROs), the need for additional security officers, and climate at RHAM. Excess cost grants from the state are still in flux. Per C. McNamara, RHAM has budgeted for 60% reimbursement.

**6. Hebron Board of Education**

Superintendent T. Baird and BoE Chair H. Petit presented. Feedback from families on priorities indicated maintaining current class sizes, enrichment and arts offerings, as well as facilities improvements, with T. Baird stating this was the first time facilities issues have been raised by families. H. Petit noted the request for an additional SRO, which cannot be funded by the district. T. Baird reviewed budget goals and assumptions, including fulfillment of all union contracts, no increase in preschool tuition, and fully-funded Special Education expenses, with no non-lapsing funds used. He will also recommend budgeting for 60% state reimbursement of excess costs. The budget increase is currently at 5.75%, with T. Baird anticipating that number to come down following further BoE deliberations this week. Main drivers are contractually obligated salaries and benefits (representing 2.99% of the 5.75% increase), additional Special Education and School Psychologist positions, a sixth section of kindergarten, and a fourth full-day preschool class. There was discussion on enrollment and staffing, Special Education, and preschool trends, including T. Baird's assessment of a need for additional space for preschool in coming years. C. Riley requested data on Hebron's



**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 18, 2025 - 7:00 PM**

preschool tuition compared to private facilities, and asked the BoE to consider raising tuition. K. Petit stated the projected mill rate increase needs to come down, and at least \$900,000 must be cut from the budget. There was further discussion on target increases. Board members sought clarification on non-lapsing balances, capital projects and funding, and impacts from executive orders. There was additional debate on facilities, and a potential facilities manager position.

**7. Miscellaneous General Government Requests**

Per A. Tierney, insurance numbers have come down to 7%. The projected mill rate increase is 4.43 at this time. P. Kasper reiterated the need to cut at least a mill (represented by just under \$900,000 in the budget). T. Thiele stated her opposition to removing the BoE's requested second SRO officer, while D. Larson stated his opposition to including it this year. C. Riley suggested compiling a list of all new FTE positions, town-wide, as a discussion starting point for cuts. Merging WPCA administration and facilities management positions, and WPCA capital planning, was briefly discussed.

**8. Adjournment**

**Motion by T. Thiele to adjourn the Board of Selectmen meeting at 10:20 p.m.**

**Motion by D. Del Rosso to adjourn the Board of Finance meeting at 10:20 p.m.**

Respectfully submitted,  
Hannah Walcott (Board Clerk)

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, March 20, 2025 - 7:00 PM**

RECEIVED

2025 MAR 24 A 8:49

HEBRON TOWN CLERK

**MINUTES**

**ATTENDANCE:**

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

**Staff:** Andrew Tierney, Donna Lanza, Matthew Bordeaux, Suzanne Topliff

**Guests:** Community Voice Channel, Holly Habicht, Chris Hemberger, Mal Leichter, Richard Steiner, David O'Brien, Michelle Nicholson, Kathy Williams, Chris Cyr

**1. Call to Order**

**2. Pledge of Allegiance**

Chair P. Kasper called the meeting to order at 7 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. Clara O'Brien Memorial Plaque**

WPCA Chair C. Hemberger was joined by Clara's husband David for the presentation of a plaque recognizing Clara's many years of service to Hebron.

**6. Appointments and Resignations**

**A. Board of Assessment Appeals Alternate Appointment**

**Motion by T. Thiele that the Hebron Board of Selectmen appoint Janet Fodaski as an Alternate to the Board of Assessment Appeals for a term to run until November 2027. The motion passed unanimously (5-0).**

**B. Water Pollution Control Authority (WPCA) Appointment**

**Motion by D. Larson that the Hebron Board of Selectmen appoint David O'Brien to the Water Pollution Control Authority to a term to run until December 2027. The motion passed unanimously (5-0).**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, March 20, 2025 - 7:00 PM**

**C. Economic Development Commission Appointment**

**Motion by C. Riley that the Hebron Board of Selectmen appoint Julie Rodriguez to the Economic Development Commission to a term to run until December 2026. The motion passed unanimously (5-0).**

**D. Parks and Recreation Commission Alternate Appointment**

**Motion by K. Petit that the Hebron Board of Selectmen appoint Tyler Kisner as an Alternate on the Parks and Recreation Commission to a term to run until December 2028. The motion passed unanimously (5-0).**

**7. Town Manager's Report**

Hebron's resident trooper has been promoted and will be reassigned. A temporary replacement has arrived. A permanent replacement will be assigned via the HR department of the state police. Work on ARPA-funded projects, including field lighting at Veteran's Park, the dog park, and pickleball courts, has begun. Maple Fest was held this past weekend with much positive feedback. Part-time Parks and Rec staff have returned for the season as spring cleanup begins. Public Works employees are beginning sweeping and curb repairs as well. A water leak at the library has been addressed.

**8. Old Business**

**A. ARPA Update**

None.

**B. DPWAC Update**

P. Kasper reported interviews with the four shortlisted firms were held this week. The DPWAC will make a final recommendation to the BoS shortly in anticipation of a Town Meeting, tentatively targeted for April. He stressed communication with the public ahead of the meeting, noting the importance of approving this step so the project can move forward.

**C. Other Old Business**

None.

**9. New Business**

**A. Approve Hebron Elementary School Roof Replacement Project Construction Drawings, Specifications and Cost Estimate**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, March 20, 2025 - 7:00 PM**

**Motion by D. Larson that the Hebron Board of Selectmen approves the Construction Drawings, Specifications, and cost estimate compiled by Friar Architecture for the Hebron Elementary School Roof Replacement Project (067-0043 RR) dated March 3, 2025 as required by the State grant process.**

Discussion: D. Larson asked for clarification on the estimate, provided by M. Leichter.

**Friendly amendment by D. Larson to include the total cost estimate of \$1,154,705, with a 55.36% reimbursement rate for eligible items from the state. The amended motion passed unanimously (5-0).**

**B. Approve Agreement for Consulting Architect**

**Motion by P. Kasper that the Hebron Board of Selectmen authorize Andrew J. Tierney, Town Manager, to execute an agreement with William Brewster, RA of Brewster Architects to perform architectural consulting services on an “on-call” basis.**

Discussion: M. Bordeaux described recent and potential applications requiring the use of a third-party reviewer, noting Mr. Brewster’s experience in a similar function in other town, as well as past reviews performed for the Town. The BoS asked for anticipated usage and cost comparisons with other architects. The motion was tabled pending additional information.

**Tabled.**

**C. Local Option for Use of Alternate MV Depreciation Schedule**

**Resolution by T. Thiele that the Hebron Board of Selectmen approve adoption of the local option allowed under HB 7067, Section 7 (b) to elect to apply a modified schedule of depreciation as outlined in HB 7067, Section 7 (b) with respect to motor vehicles based upon manufacturer’s suggested retail price of such motor vehicles, provided no motor vehicle shall be assessed at an amount less than \$500.**

Discussion: S. Topliff explained changes in the calculation of depreciation for motor vehicles, which contributed to a significant decrease in Grand List totals in many towns, including Hebron. The BoS discussed impacts to both renters and property owners under each option. Following K. Petit’s question regarding the process of adoption, and whether an ordinance is necessary, it was agreed to seek clarification from the Town Attorney.

**Tabled.**

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, March 20, 2025 - 7:00 PM**

**D. Economic Development Commission – Economic Vision Document**

M. Nicholson opened by noting the limited revenue streams available to the Town, and reviewed the draft document (included in the agenda). There was discussion on recruiting businesses, Hebron’s reputation as a difficult town in which to do business, and how the Town can support existing and new businesses. K. Petit suggested ways of maximizing Hebron’s significant transient traffic be included as well. There was also discussion on obstacles to economic development, including parking and walkability issues, and the types of businesses sought by Hebron residents. T. Thiele cited language concerning Hebron’s “rural aesthetic,” and noted only 5% of the Grand List is businesses. There was discussion on the Chamber of Commerce relationship and benefits, as well as the use of zoning regulations in guiding and aligning economic development. M. Nicholson will revise the draft and return for more frequent discussions between the BoS and EDC.

**E. Schedule Special Town Meeting for Department of Public Works Architectural Design Professional Funding and Gilead Hill School Roof Funding**

**Motion by D. Larson that the Hebron Board of Selectmen schedule a Special Town Meeting for Thursday, April 24, 2025, at 7:00 p.m. at the Douglas Library of Hebron Community Room to act on the following:**

- 1. Approve a supplemental appropriation for funding the professional design services for the Public Works Building Project at 550 Old Colchester Road.**
- 2. Approve a short-term note to fund the Town match for the Gilead Hill School Roofing Project.**

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

**F. Draft Agenda for April 3, 2025 Meeting**

**G. Other New Business**

None.

**10. Consent Agenda**

**Motion by C. Riley that the Board of Selectmen approve the following 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, March 20, 2025 - 7:00 PM**

**A. Approval of Minutes**

1. **March 4, 2025 – Regular Meeting – Budget Workshop**
2. **March 6, 2025 – Regular Meeting**

**B. Tax Refunds**

1. **Donald & Patricia Brancard** **\$ 6,296.36**

**11. Liaison Reports**

- A. AHM Youth Services** – No report.
- B. Hebron BoE** – T. Thiele stated they are meeting tonight.
- C. Board of Finance** – No report.
- D. Land Acquisition** – No report.
- E. RHAM BoE** – C. Riley reported the RHAM budget is a 2.6% increase.

**12. Public Comment**

None. There was additional discussion on the motor vehicle depreciation option, with S. Topliff stating notice of the Town's decision must be given to the Office of Policy & Management no later than April 15<sup>th</sup>. If the matter is to be addressed via ordinance, a Public Hearing must be held. Following clarification over scheduling and noticing timelines, the BoS agreed to schedule a Public Hearing, and will cancel if an ordinance is not required.

**Motion by K. Petit and seconded by D. Larson to modify the agenda, adding item 12.A as a possible motion to set a Public Hearing for April 3<sup>rd</sup>. The motion passed unanimously (5-0).**

**A. Public Hearing**

**Motion by K. Petit and seconded by D. Larson to have a Public Hearing for the consideration of an ordinance regarding the use of local option for use of alternate Motor Vehicle depreciation schedule for Thursday, April 3<sup>rd</sup> at 6:45 p.m. The motion passed unanimously (5-0).**

**13. Executive Session**

**A. Town Manager's Evaluation**

**Motion by K. Petit that the Board of Selectmen enter into executive session for the purpose of discussing the Town Manager's annual evaluation, with the option to invite Town Manager Andrew Tierney for selected portions. The motion passed unanimously (5-0).**

Executive Session began at 9:06 p.m.

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
Regular Meeting (Hybrid)  
Town Office Building – 15 Gilead Street  
Thursday, March 20, 2025 - 7:00 PM**

Andrew Tierney was invited to join the Executive Session at 9:55 p.m.  
Executive Session ended at 10:15 p.m.

**14. Action as a Result of Executive Session**

No action. The Town Manager's Evaluation will be an agenda item at the next BoS meeting.

**15. Adjournment**

**Motion by T. Thiele to adjourn at 10:17 p.m. The motion passed unanimously (5-0).**

Meeting adjourned.

Respectfully submitted,  
Hannah Walcott (Board Clerk)

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 25, 2025 - 7:00 PM**

RECEIVED

2025 MAR 27 A 8:24  
D. Kasper  
HEBRON TOWN CLERK

**MINUTES**

**ATTENDENCE:**

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

**Board of Finance (Present):** Diane Del Rosso (Chair), Michael McCormack, Mal Leichter, Brian Thibeault, James DeDonato

**Staff:** Andrew Tierney, Donna Lanza, Lori Granato

**Guests:** Adam Ockman, Terry McManus, Jan and Cris Lawrence, Brittany Loudenback, Jo Souza, Lisa Bennett, Beth and Bob Fitzgerald

**1. Call to Order**

**2. Pledge of Allegiance**

P. Kasper called the Board of Selectmen to order at 7:00 p.m. D. Del Rosso called the Board of Finance to order at 7:00 p.m. The Pledge was recited.

**3. Public Hearing on the Budget**

None.

**4. Outstanding Questions or Information**

P. Kasper noted many questions submitted by Board members had been addressed by Town staff after the last workshop. Following a question from K. Petit, A. Tierney stated increased building maintenance costs at the Douglas Library are driven by interior painting on all three floors, as well as a recent flood in the kitchen.

**5. Revenue Overview and Discussion**

No discussion.

**6. Budget Deliberations**

A. Tierney shared potential cuts. Town staff generated the list following previous BoS and BoF deliberations. Suggested reductions include decreasing contribution to Open Space from \$100,000 to \$50,000, removing WPCA administration salary (and directing WPCA to cover the cost via increasing the EDU rate), removing the second SRO, and removing the Parks and Rec Master Plan from CIP. Correspondence from the Hebron BoE indicated a willingness to



**TOWN OF HEBRON**  
**BOARD OF SELECTMEN and BOARD OF FINANCE**  
**Regular Meeting – Budget Workshop**  
**Douglas Library of Hebron Community Room**  
**22 Main Street, Hebron**  
**Tuesday, March 25, 2025 - 7:00 PM**

consider readjusting non-lapsing funds in their budget. Per A. Tierney, the above reductions would save \$453,000 in expenses. In conjunction with a \$500,000 contribution from fund balance, the cuts would bring the overall budget increase below 10%, with a projected mill rate of 37.54. L. Granato reported unassigned fund balance is projected at 21% for June 30<sup>th</sup>, 2025, and use of \$500,000 to offset the budget would keep the 18% fund balance target intact. Board members discussed using the fund to offset the budget, including impacts to ratings and the wisdom of that approach going forward.

Members reviewed suggested reductions, with general agreement on the recommendations regarding Open Space and the WPCA. There was debate on BoE non-lapsing funds, and the requested second SRO position. Several members expressed concern over the fiscal impact of the addition and their preference to leave it out this year. Others, including T. Thiele, B. Thibeault, and P. Kasper prefer to keep it in. Following comment from D. Larson on fire department volunteer and per diem numbers, the Boards discussed funding and staffing challenges, as well as a potential move to a full-time department, and requested reductions to that department be considered. Budgets for training and conferences for the BoS, Finance department, assessor, and Planning department will be assessed and reduced where possible.

There was additional debate on the Facilities Director position, which is estimated to require a salary between \$120,000 and \$150,000. D. Del Rosso suggested rebudgeting new fire department salaries towards that position. Following suggestion from K. Petit, it was agreed to direct Town staff to allocate \$50,000 in funding for the facilities director position, beginning January 1<sup>st</sup>, to be offset by zeroing the contribution to Open Space.

**7. Finalize Selectmen's FY 2025-2026 Budget and CIP Budget**

To be continued Thursday.

**8. Adjournment**

**Motion by T. Thiele to adjourn the Board of Selectmen meeting at 9:17 p.m.**

**Motion by M. Leichter to adjourn the Board of Finance meeting at 9:17 p.m.**

Respectfully submitted,  
Hannah Walcott (Board Clerk)