

**TOWN OF HEBRON**  
**BOARD OF SELECTMEN**  
*January 22, 2009 – Regular Meeting*  
*Douglas Library Community Room*

RECEIVED

2009 JAN 26 P 3:34  
*Ann Tucker*  
HEBRON TOWN CLERK

Members Present: J. Watt, G. Mulligan, B. O'Connell, M. Stuart, W. Moorcroft

Staff Present: J. Clark, Town Manager

Guests: C. Pomproicz, T. Walsh, D. McCalla, B. Soderberg, D. Watson, L. Bordick, K. Strid, J. Day, A. Fitzpatrick

The meeting was called to order at 7:45 p.m.

Special Recognition:

AHM Lanterns Mentoring Program: J. Watt read a proclamation recognizing the AHM Lanterns Mentoring Program.

Diana Tyler 300<sup>th</sup> Celebration Painting Presentation: C. Pomproicz presented the painting done to commemorate the 300<sup>th</sup> anniversary of the Town.

Public Comment: L. Bordick stated that a cohesive plan is going to be needed if the STEAP grant is awarded to renovate the Peters House.

K. Strid questioned how the Town came to apply for this STEAP grant and noted that in these bad economic times, the Town must be good stewards of the Town's money. K. Strid suggested that the Board stand back and look at the big picture and prioritize what needs to be done with grant money. K. Strid questioned how the restoration of this house can be justified when the Board of Education budget is cutting five teachers.

K. Strid suggested quit claiming the Peters House to the Historical Society and have them raise the funds to renovate it.

D. Watson stated that a lot of money has been put into the park purchase and this house is a minor portion of this project. They are doing their best to stabilize the house. D. Watson noted that she hopes the Board moves forward with a good decision.

D. McCalla stated that the STEAP grant includes restoration and adaptive reuse for municipal purposes.

Appointments/Resignations:

Hebron Historic Properties Commission – Reappointment: J. Clark noted that Richard Cassata has expressed an interest in being reappointed to the Historic Properties Commission.

G. Mulligan moved that Richard Cassata be reappointed to the Historic Properties Commission with a term until December 2013. M. Stuart stated that he does not feel comfortable making this appointment without meeting him and asking him some questions.

G. Mulligan moved to table the motion. The motion passed unanimously.

New Business:

Confirmation of Town Manager's Appointment of Finance Director: J. Clark introduced James Day to the Board of Selectmen. J. Clark stated that they did extensive advertising and recruitment process including a panel consisting of the Town auditor, a representative from the Board of Finance, a Conn. Finance Director and a representative from RHAM. J. Clark indicated that J. Day will start on 2/12/09.

G. Mulligan moved that the Town Manager's appointment of James A. Day of Lebanon, at an annual salary of \$82,000 be confirmed, funds to come from the annual operating budget. The motion passed unanimously.

Old Business:

Discussion of Peters House Use Report and Stabilization Priorities: J. Watt stated that at the last meeting the goal for the Board was to be able to put something in front of the public at the May referendum to let them decide. J. Watt indicated that the STEAP grant is an option and an important part of what the Town ultimately wants to get to the public.

M. Stuart stated that he was not clear what the timing is if the grant is awarded. M. Stuart suggested that the Board direct the Town Manager to figure this out and get back to the Board as soon as possible.

G. Mulligan suggested having a workshop with the Peters House Reuse Committee regarding the suggestions that they provided to the Board.

M. Stuart stated that there is a request in CIP for approximately \$104,000 to undertake a facility study.

M. Stuart recommended that a new estimate be obtained on the cost of the cellar entrance tunnel at the Peters House. G. Mulligan stated that she will take care of this.

D. McCalla stated that David Bland offered to let the Town borrow a dehumidifier for the house. In addition, D. Larson has already done all the wiring for this dehumidifier. J. Clark indicated that he will request R. Calarco to have someone go in periodically to check on the dehumidifier.

Set Public Hearing Date for Ordinance Codification: G. Mulligan moved that the Board of Selectmen schedule a public hearing regarding the adoption of the proposed code adoption ordinance for Thursday, February 19, 2009 at 7:00 p.m. at the Town Office Building. The motion passed unanimously.

Any Other Old Business: J. Watt moved that the Historic Properties Commission be delegated to respond to provide oversight for the stability and maintenance of the Peters House through 5/30/09 and to supercede any prior motions. The motion passed unanimously.

J. Clark reported that the Board of Finance did not approve the expenditure for the contingency. M. Stuart questioned if this decision impacts the grant. J. Clark stated that it does not impact the grant.

J. Clark stated that up to \$30,000 out of the capital non recurring account to cover the ADA at the Town Office Building. The Board of Finance understands the necessity of the project and the need to expend \$3,250 which is not currently in the budget from a contingency in order to take care of the asbestos removal problem. J. Clark noted that \$5,000 will be transferred from capital non recurring to CIP for the ADA accessibility to the Town Office Building.

J. Clark stated that because of the accelerated expenditure for snow and ice removal and the understanding where the Town will end up this winter, the Board of Finance decided to defer taking action on the balance of the contingency until 4/1/09. If it is necessary to call a special meeting, then that will be done. The Board of Finance would like to see a cash flow statement covering the ADA renovations during the period of construction.

New Business (cont.):

Appoint Traffic Safety Committee: J. Clark stated that Town ordinances require the appointment of a Safety Committee to advise the Town Manager regarding traffic regulations, including parking. This Committee has not existed for quite some time but should be reestablished.

M. Stuart moved that as provided for in the Town ordinance that the Board of Selectmen appoint a Traffic Safety Committee whose members shall be the Director of Public Works, Town Planner, Fire Chief, and Resident State Trooper. This Committee is advisory to the Town Manager who is the local traffic authority. The motion passed unanimously.

American Heart Association – Wear Red Day: M. Stuart moved to approve the proclamation read by J. Clark regarding “Wear Red Day” from the American Heart Association. The motion passed unanimously.

Approval of Job Descriptions: It was decided that the Board will discuss these at the workshop on February 7, 2009.

Any Other New Business: J. Watt stated that there will be a workshop on 1/31/09 with the Charter Revision Commission with the Board of Finance.

Town Manager's Report:

Recent Activities: J. Clark stated that his office is in the midst of preparing the budget.

J. Clark stated that there is a need to retain more board clerks. In addition, they have advertised for a van driver for the senior center and did not get any applicants. They will need to raise the rate of pay for this.

J. Clark reported that he has been working with the RHAM Board of Education on teacher arbitration.

J. Clark reported that he has been reviewing the IT services agreement and the extent of services the Town has been receiving. There will need to be some action taken in this regard.

J. Clark announced that at the end of this year, it is his hope to retire. J. Watt stated that he would like to discuss the process and when to begin the process of hiring a new Town Manager at the 2/7/09 workshop.

Liaison Reports:

AHM Youth Services: J. Watt reported that AHM will be meeting with the other two towns next week to discuss the situation that they are in and to give them a heads up as to what they are looking for as far as a budget is concerned.

CIP: M. Stuart stated that they have been meeting and hearing presentations and one work on presenting a recommended budget to the Board of Selectmen.

Douglas Library: M. Stuart stated that he attended the Board of Directors meeting where they raised the issue about the budget and how they are concerned about having to cut their hours. They would like to go in the opposite direction and add five hours instead of taking away 5 hours.

Hebron Board of Education: B. O'Connell stated that they have tweaked their budget to put back the Challenge and Enrichment position.

Conn. Conference of Municipalities: J. Watt stated that the Town should be aware of the ECS funding. The impact to the Town could be up to \$600,000 for the 09-10 budget.

Council of Small Towns: B. O’Connell stated that all Towns are in the same boat as far as the economy and they feel that unfunded mandates need to stop.

Historic Properties Commission: W. Moorcroft stated that the public hearing has been held on the local designation for the Peters House.

Parks and Recreation: G. Mulligan stated that there will be a meeting on 1/29/09. All forms have been out and requested back for the use of the fields.

Land Acquisition: B. O’Connell stated that they will be making a recommendation to the Town Manager requesting level funding and not the ½ mill.

Consent Agenda: It was decided to pull out the minutes of January 8, 2009.

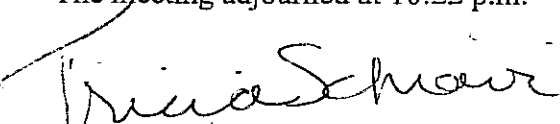
Approval of Minutes – January 8, 2009: It was noted on Page 3, paragraph 6, “motion” should be “resolution” and “located” should be “location”. On Page 9, 1<sup>st</sup> sentence, “of” should be “off”. Also, 4<sup>th</sup> paragraph, 2<sup>nd</sup> sentence should read as follows: “J. Clark responded that there would be no stipulations by the Town for the funds.” On Page 13, 5<sup>th</sup> paragraph, “Board of Finance position” should be Finance Director position”.

M. Stuart moved to approve the minutes of January 8, 2009 as amended. The motion passed unanimously.

G. Mulligan moved that the Board of Selectmen accept the Consent Agenda items including the Tax Refunds and the Confirmation of New Employees (see attached). The motion passed unanimously.

G. Mulligan moved that the Board of Selectmen adopt the following resolution (see attached). The motion passed unanimously.

The meeting adjourned at 10:22 p.m.

  
Tricia Schiavi  
Board Clerk

**TOWN OF HEBRON  
BOARD OF SELECTMEN  
REGULAR MEETING  
JANUARY 22, 2009**

**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:**

5.a.1 January 8, 2009 – Regular Meeting

**b) TAX REFUNDS:**

- 5.b.1 Elaine M. Mayette - \$22.06
- 5.b.2 Jessie Bouquillon/Jeffrey Whipple - \$27.94
- 5.b.3 Anita E. and Kenneth G. Keefe - \$9.14
- 5.b.4 Catherine Poulin - \$131.78
- 5.b.5 Thomas S. & Kimberly A. Shalayda - \$18.46
- 5.b.6 VW Credit Leasing Ltd. - \$48.12
- 5.b.7 Honda Lease Trust - \$150.90

**c) CONFIRMATION OF NEW EMPLOYEES:**

5.c.1 Michael Smith – P/T PREP – DOH January 16, 2009

**Resolution of the Board of Selectmen  
Town of Hebron, Connecticut**

WHEREAS The Board of Selectmen recognizes the intent of the Hebron Planning and Zoning Commission to undertake planning for the location of moderate income housing consistent with the Town of Hebron's Plan of Conservation and Development, and

WHEREAS The Hebron Planning and Zoning Commission proposes to undertake this work with the assistance of a grant in aid under the Housing for Economic Growth Program referenced in section 8-13(m-x) of CGS;

NOW THEREFORE BE IT RESOLVED that the Hebron Board of Selectmen

(1) authorizes submission of the grant application under the Housing for Economic Growth Program referenced in section 8-13(m-x) of CGS; and

(2) identifies, Jared Clark, Town Manager, as an individual authorized to sign the grant application and administer the grant. Such grant application is attached to and made a part of this record.

SO VOTED BY 5 to 0 this 22<sup>nd</sup> day of January, 2009, in confirmation of the Board's prior vote of January 6, 2009.