

**TOWN OF HEBRON
BOARD OF SELECTMEN**

**March 17, 2009 – Special Meeting/Budget Workshop
Douglas Library Community Room**

RECEIVED

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Lynn E. Poudrier
HEBRON TOWN CLERK

Members Present: J. Watt, W. Moorcroft, B. O'Connell, M. Stuart (8:05 p.m.)

Member Absent: G. Mulligan

Staff Present: J. Clark, Town Manager, J. Day, Finance Director, D. Lanza, Executive Assistant, E. Griffin, Financial Administrator

Guests: J. Soderberg, R. Musson, M. Leichter, D. Larson, M. Hazel, D. Ferree, A. MacLean, M. O'Leary, A. Tierney, R. Calarco, E. Cruz, J. Dube, R. Poudrier

The meeting was called to order at 7:47 p.m.

Departmental Presentations/Discussions:

Revenue Collector: J. Clark stated that this budget is level funded across with the exception of the increases in the costs for Quality Data. A. MacLean stated that they went on line with their tax information and that is the cost for Quality Data. A. MacLean noted that they tried to make reductions where they could. A. MacLean reported that revenue may be down 1/2 % to 1%. There are taxpayers who are spreading out their tax bills instead of paying them in full in January.

Assessor/BAA: R. Musson stated that most of the increases that they have are pretty much in the data processing services. R. Musson noted that they have the opportunity to use an additional software program for personal property and they will give the Town the software free but the Town has to pay a maintenance fee of \$750 per year. R. Musson indicated that this will save his office time on the personal property section of the Grand List.

R. Musson stated that the Town of Bolton has a part time Assessor who is in the National Guard and is going back to Iraq. R. Musson suggested to the Town Manager that he contact Bolton to see if they want to share an Assessor. They have not gotten back to the Town yet. J. Clark stated that if he can contact Bolton and bring in more revenue and have the ability to continue the part time person, that gives the Town the flexibility in the future with revaluation. The company that did the revaluation last time will no longer be doing it. That means that the Town will have to perform it.

J. Clark stated that through CRCOG there is going to be a flyover of the Town to update the GIS base maps which will make the maps easier to use for planning purposes. R.

Musson has requested a GPS through CIP which allows access where specific things are located on the GIS map.

M. Stuart arrived at 8:05 p.m.

Planning and Land Use: J. Soderberg passed out copies of a chart showing the number of building permits and single family permits issued since 1999. It was noted that there may be less subdivision applications but they have had two subdivision applications already in 2009. M. O'Leary noted that the planning work for new subdivisions has not stopped in the hopes that the economy will get better. M. O'Leary discussed the STEAP grant and HomeGrant that have been applied for.

M. O'Leary noted that there is a 1.1% reduction in the proposed budget for next year. One item that was discussed for another reduction could be the part time person during the summer that helps with planning activities. M. O'Leary indicated that they have reduced a number of line items.

J. Soderberg passed out copies of a letter from J. Summers, Building Official, regarding the facilities study. J. Summers and R. Blais are suggesting that the cost of this study could be reduced doing it in-house, but they would need a longer period of time to complete it. This could be a possible savings of \$45,000 in the CIP account.

J. Soderberg suggested that a savings could be realized if the Town was to discontinue all the roads that are not in use. J. Soderberg indicated that he found a little over five miles that are no longer used. The Town would be obligated to build those roads if a developer came in and wanted to build a subdivision. This cost could be up to \$2 million.

Public Works: A. Tierney stated that he eliminated the summer help for next year. He has pretty much level funding with the exception of cost increases. A. Tierney went over the various items of his budget where there were reductions or increases.

Andy Tierney reported that there will be \$25,000 returned to CIP for a project that he will be finished with shortly.

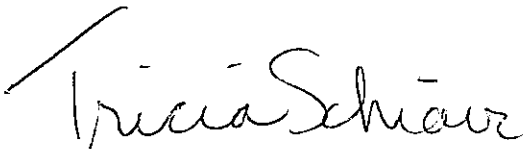
Parks and Recreation: R. Calarco stated that he has instituted joint services with other towns.

R. Calarco reported that the park on East Street will be opening on August 15, 2009. R. Calarco stated that there are presently two maintainers but he needs one more to help maintain this new park. R. Calarco would like to hire a third maintainer for the 09/10 fiscal year and use a seasonal worker for 20 weeks. The third maintainer position could be funded through Fund 4.

Open Space/Land Acquisition: B. O'Connell stated that they are requesting level funding for next year. They have not spent any significant money since they bought the East Street property. B. O'Connell indicated that they have sent letters to landowners of high priority and that are important to the Town. The Commission is trying to be proactive. They did receive very good feedback from the land owners.

Miscellaneous General Government: J. Watt questioned if E. Cruz would be willing to go back to the BOE union and ask for a flat budget on salaries. J. Dube stated that they would have to call a special meeting to discuss this. J. Watt noted that they have also requested this of all the Town employee unions.

The meeting adjourned at 10:23 p.m.

A handwritten signature in cursive script that reads "Tricia Schiavi". The signature is written in black ink and is positioned above the printed name and title.

Tricia Schiavi
Board Clerk