

**TOWN OF HEBRON**  
**JOINT MEETING: BOARD OF SELECTMEN- REGULAR MEETING**  
**BOARD OF FINANCE- SPECIAL MEETING**  
**MARCH 26, 2009**  
**DOUGLAS LIBRARY COMMUNITY ROOM**

RECEIVED  
MAY 31 P 2:04  
Asst. Town Clerk  
Amy & Hughes

**BOS PRESENT:** G. Mulligan, M. Stuart, B. O'Connell, J. Watt, W. Moorcroft

**BOS ABSENT:** None

**BOF PRESENT:** M. Hazel, P. LoBianco, L. Bow, M. Leichter (9:00), D. Ferree, D. Larson

**BOF ABSENT:** None.

**STAFF PRESENT:** J. Day, Finance Director; E. Griffin, Finance Administrator; D. Lanza, Executive Assistant/ Interim Manager Team Member

J. Watt called the BOS meeting to order at 7:45 p.m. and invited the BOF to participate in their meeting. M. Hazel also called the BOF meeting to order at 7:45 p.m. and invited the BOS to participate in their meeting.

***Public Comment:***

*Amy DiMato, 19 Uncas Drive:* She is here tonight to speak on behalf of education. She knows that the economy is tough, but education cannot come in at a 0% increase because that would lead to bigger problems- students would be at a higher risk of dropping out, higher risk of substance abuse, etc. Schools are a paramount connection to the community. She suggested delaying any CIP purchases this year to save money. A 0% increase to the education budget would negatively effect everyone.

*Jason Yerke, 291 Skinner Lane:* He is here tonight because he is interested in the budget process. He currently has two children in the elementary schools. He has been happy with the quality education they have been receiving. He is very happy with the small class sizes that allow better learning. He asked the BOS and BOF to not touch the BOE budget request and keep Hebron's educational system strong.

J. Watt and M. Hazel commented that the HBOE has been approached and asked to consider taking the same salary as last year because all other town employees and unions have already made this concession. The BOS and BOF feels very strongly that everyone should take a unified approach in this tough economic time. Asking every employee to make this concession is fair and equitable to everyone.

M. Hazel then noted that the BOS will be forwarding the General Government Budget and the HBOE Budget on to the BOF for their review and recommendation prior to the town referendum. The BOS will not be making any cuts the HBOE budget this evening.

***Appointment of Team Management and Interim Town Manager:***

M. Stuart made the following motion:

- The Board of Selectmen accepted Jared S. A. Clark's resignation as Hebron Town Manager with the intent to retire from this position on April 19, 2009. With vacation, sick and compensatory time, Jared S. A. Clark's last day will be Friday, March 27, 2009.

The motion passed unanimously.

J. Watt noted that were looking to fill the Town Manager's position internally to be able to provide continuity. As this would be a tremendous load for one person, the BOS has been approached with a proposal from three employees to fill this position in the interim with a three member team.

Andrew Tierney, Public Works Director, Michael O'Leary, Town Planner and Donna Lanza, Executive Assistant would be members of this proposed team. They are proposing to keep their existing responsibilities and take on additional Town Manager responsibilities equally. Under their compensation proposal, the town would save \$3,500/month.

It was noted that it currently costs the town \$10,435/month to pay the Town Manager's salary, medical, pension and FICA. This does not include the Town Manager's car allowance of \$550/month.

J. Watt continued by explaining that under the Hebron Town Charter, the BOS can appoint an interim Town Manager for a period not to exceed 90 days. After 90 days, the BOS can extend the appointment of the interim Town Manager for increments of 30 days or until a permanent Town Manager is appointed. J. Watt stated that he does not anticipate having a permanent Town Manager until October 1, 2009.

J. Watt then noted that he is proposing to give Andrew Tierney the formal title of Interim Town Manager because it makes sense given his experience with the Fire Department, Emergency Management, the Police Department and Public Works.

G. Mulligan commented that she is in favor of this proposed team approach. She has trust in the people who have stepped forward to fill this position as a team. It is a good idea.

B. O'Connell commented that he too is in favor of this proposal. This is a win/win situation because these are very capable employees and the town will save money. He thanked these three employees for stepping up to the plate because the continuity of services they will provide is of great benefit to the town.

M. Stuart commented that it is very important to give these three employees a vote of confidence. He supports this proposal.

M. Hazel commented that he is fine with this proposal.

G. Mulligan made the following motion:

- Move to support the Interim Town Manager Management Team with Andrew Tierney being given the formal title of Interim Town Manager. This team shall consist of Andrew Tierney, Michael O'Leary and Donna Lanza. Under the Hebron Town Charter, this Interim Town Management Team shall be effective from March 27 through June 25, 2009. Each team member shall each be paid 1/3 of \$6,879/month.

The motion passed unanimously.

***Miscellaneous General Government Budget/Outstanding Budget Information/Budget Deliberations:***

J. Watt passed out a handout noting where he was proposing to make cuts to the General Government Budget. He noted that they would need to cut \$145,000 from the current proposed budget to get to a 0% increase.

The discussion turned to J. Watt's proposal to cut \$70,000 from Open Space Land Acquisition. B. O'Connell thought that this was too much to cut. He was comfortable cutting \$50,000. G. Mulligan commented that she would be comfortable cutting anything between \$50-100,000.

M. Stuart noted that the BOF still needs to look at this budget as well HBOE budget and the revenue. The BOS needs to put forward a reasonable and responsible budget.

G. Mulligan reported that the Registrars were looking at ways they could cut their budget. It was noted that one thing they were considering doing was cutting back on the salaries. They still have to get back to the BOS/BOF with their proposal.

Then J. Watt further explained his proposed cuts to the General Government Budget. He is proposing to cut the CIP Budget by \$35,000 which represents the cost savings with doing some of the Town Facility Study in house. He is also proposing to reduce the Hebron Assessor's salary by \$20,000 because they are working on an arrangement with Bolton whereby the assessor would be working for them one day a week.

J. Watt continued by noting that the Town Manager's resignation will save the town \$10,500 in salary assuming that a new Town Manager starts on October 1, 2009. He is also proposing to take the replacement of the Horton House front door out of Capital Outlay and put it in under CIP (\$11,500). Right now this represents a \$63,000 reduction to Town Government (or a 1.03% increase).

J. Watt then reported that they still do not know what the Worker's Compensation and Liability premium increases will be. They are still currently out to bid. He then reported that some of the town's debt service is due to the park project coming on board this year.

Finally J. Watt proposed giving the tax payers an option to make a donation to Open Space and/or Historic Properties either when paying their tax bills or on-line.

M. Stuart reported that this past Saturday the CIP Committee did try to meet but they did not have a quorum. Although the Committee did not have enough members to vote, they had a concern that if the real estate market turns around, town staff would not be able to complete the Town Facility Study within the next year. They were only okay with this proposal if town staff could get it done within one year.

Later M. Stuart reported that the CIP Committee would have liked to see this \$35,000 savings applied to road resurfacing. He noted how the town is behind on their road resurfacing/maintenance because this line item keeps being under funded and the cost for materials has skyrocketed. Ideally the town should be resurfacing its roads every 10 years; they are doing it now approximately every 20 years.

The discussion turned to decreasing the Town Assessor's days to 4 days/week. J. Watt noted that he is proposing to make this reduction whether or not the town can come to an agreement with Bolton to share the Town Assessor one day a week.

D. Ferree asked if this proposal to share the Town Assessor was a done deal? The response was "no." J. Day noted that if this proposal is accepted by Bolton, they are proposing to use the money received from Bolton as revenue and credit against this expenditure.

J. Watt commented that he is very confident that they will be able to reach an agreement with Bolton. D. Lanza asked if they are not able to come to an agreement with Bolton, would the BOS/BOF propose to eliminate the part time Assessor Clerk for a cost savings of approximately \$14,900?

M. Stuart commented that everyone needs to realize that the proposal is to cut the CIP Budget by 19%. This will leave only enough money this year to do high priority projects. M. Stuart also noted that part of this year's CIP money is from surplus funds from completed CIP projects. With all of these facts in mind, M. Stuart wanted everyone to realize that the CIP Budget next year would have to increase by more than 36% just to stay level funded.

M. Stuart then commented that Open Space Land Acquisition is always easy to cut. He suggested approaching the Charter Revision Commission with the proposal that the Open Space Land Acquisition Budget also be voted on separately at referendum like CIP the CIP Budget. That way the taxpayers could support that level at which they feel OSLA should be funded.

G. Mulligan asked that Historic Properties Commission Account #1005-227-2185 be restored to \$100. The BOS agreed with this proposal.

J. Watt then reported that the newest proposal is to require the towns to provide 75% of the costs for Resident State Troopers. With this increase in mind, K. Kraynak is considering other proposals for police coverage using both the Constables and the Resident State Troopers.

D. Ferree asked for clarification on how the Fire Department turn out gear had been budgeted. She was concerned that it was duplicated in two different budgets. E. Griffin provided clarification.

B. O'Connell commented that he cannot support cutting OSLA by \$90,000. This is too steep. W. Moorcroft agreed, noting that a large sum of money needs to be available to purchase any property.

M. Leichter joined the meeting at 9 p.m.

D. Larson commented that we are currently in very tough economic times. The town really needs to focus on necessary expenses, keeping in mind the majority of taxpayer's abilities to pay.

M. Stuart then recommended removing \$16,000 from Fire Department Capital Outlay to pay for installation of an intercom system in ET310, R110 and ET 210. He then recommended removing \$700 from Capital Outlay to pay for the installation of mirrors on ET 310. M. Stuart explained that both of these items are not necessary this year. The BOS agreed.

The discussion then turned to how the BOS and BOF plan to fill the new part time park maintainer position. The BOS and BOF both agreed that if the two unions cannot agree to concessions (i.e., move someone from Public Works to fill this position), then there will be a layoff in Public Works. The BOS and BOF agreed that they need this new part time park maintainer position because they have committed to get all the parks on line this year. It was noted that they have advertised for this position.

The meeting recessed at 9:15 p.m. so that the Finance Department could make the recommended changes to the General Government and CIP Budgets. The meeting reconvened at 9:25 p.m.

***Finalize Selectmen's FY 09-10 Recommended Budget:***

G. Mulligan made the following motion:

- Move that the Board of Selectmen recommend to the Board of Finance a proposed town government expenditure budget of \$8,885,720 for fiscal year 2009-2010, which is a 0.12% increase over the FY 2008-2009 budget of \$8,874,918. The Board of Selectmen recommends that Board of Finance receive the final recommended expenditure budgets from the Hebron Board of Education and the RHAM Board of Education to be included in the total Town Budget to be presented for referendum.

The motion passed unanimously.

***Finalize Selectmen's FY 09-10 Recommended CIP Budget:***

M. Stuart made the following motion:

- Move that the Board of Selectmen recommend to the Board of Finance a proposed CIP Budget of \$865,936 for fiscal year 2009-2010 for the May 2009 referendum.

The motion passed unanimously.

The Board of Finance adjourned their meeting at 9:45 p.m.

***Village Green District Update:***

J. Watt reported that he attended the meeting at the statehouse that discussed the funding of the economic stimulus projects. He reported that CROG did not recommend funding Hebron's Village Green District so Hebron will not get funding under economic stimulus.

The other option is to get funding as a Smart Project under the Governor's plan.

J. Watt reported that it will cost \$350,000 to install the light at the intersection of Horton Blvd. and Route 66 and to bring electricity into this development. He explained how the installation of this light could be done at the same time the current light at the intersection of Routes 66 and 85 is upgraded.

G. Mulligan suggested getting the Economic Development Commission, the Town Planner, the Public Works Director, the Chair of Open Space Land Acquisition and herself together to brainstorm ideas on how to get the information out to the public and push this project along. She thought that together they could all come up with creative ways. The other BOS members thought this was a great idea.

J. Watt will contact these parties to get this process started.

M. Leichter commented that he would like to see the owners of this property contribute something to the costs, noting that they have received \$900,000 of improvements from the taxpayers.

W. Moorcroft commented that he is reluctant to say that the Horton's have been absent from this process (e.g., they worked hard to change the zoning). They do not have endless funds available to them.

Everyone agreed that this development was necessary to expand the tax base.

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Finally the BOS reviewed J. Clark's draft letter to the State Traffic Commission regarding STC Certificate No. 1734.

***Adjournment:***

The Board of Selectmen meeting adjourned at 10:05 p.m. The next BOS meeting is scheduled for Thursday, April 2, 2009 and the next BOF meeting is scheduled for Tuesday, April 7, 2009..

Respectfully submitted,  
Linda Bulkovitch  
Board Clerk

A handwritten signature in cursive script that reads "Linda".