

**TOWN OF HEBRON
BOARD OF SELECTMEN
June 4, 2009 – Regular Meeting
Town Office Building**

RECEIVED

2009 JUN -9 P 3:45
Ann E Hughes Asst
HEBRON TOWN CLERK

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

Member Absent: M. Stuart

Staff Present: D. Lanza, Executive Assistant

Guests: J. Day, S. Garrard, L. Bennett, M. Leichter, K. Smith

The meeting was called to order at 7:42 p.m.

Public Comment: None.

Appointments/Resignations:

North Central Regional Mental Health Board, Inc. – Appointment: J. Watt noted that Karen Smith has expressed an interest in serving on this board.

G. Mulligan moved that the Board of Selectmen appoint Karen Smith as Hebron's representative to the North Central Regional Mental Health Board Catchment Area Council. The motion passed unanimously.

Old Business:

Senior Center Checking Accounts – Policies and Procedures: The Board was presented with a copy of the proposed "Senior Center Accounts: Overview and Procedures", which were drafted by J. Day, S. Garrard and L. Bennett.

J. Watt moved to move the Senior Center checking accounts and procedures back under the control of the Senior Center staff no later than 7/1/09. The motion passed unanimously.

ADA Project Status Report: D. Lanza stated that this project is moving along and the elevator is in the shaft. D. Lanza reported that the employees have been very good about working under some tough conditions. D. Lanza noted that the project is on budget and on schedule. Within a month the bathroom and kitchen facilities should be ready.

Hebron Center Water Line Status Report: D. Lanza reported that this project is moving along. M. O'Leary submitted a memo regarding this project for the Board.

FY 2008-2009 Budget Status Report: J. Day reported that he has cut off the purchase orders. J. Day indicated that there will be a revenue shortfall of \$289,000 and the projected fund balance after using \$1,085,000 for next year's budget is \$2,400,000, which is 7.9% of the total Town budget.

FY 2009-2010 Budget Status Report: J. Day noted that the new tractor for Public Works has been ordered because it takes time to build.

Chatham Health District – MOU Regarding Planning & Implementation of Mass Dispensing of Countermeasures: D. Lanza reported that Thad King sent an updated MOU for the Board's review.

G. Mulligan moved that the Hebron Board of Selectmen approve the Memorandum of Understanding with the Chatham Health District regarding the Town of Hebron's involvement per the attached. The motion passed unanimously.

Recommendations for Peters House Stabilization: The Board reviewed a prioritized list of stabilization recommendations made by J. Summers. B. O'Connell questioned if any of the work on the list could be done by volunteers. G. Mulligan stated that there has been a lot of volunteer work done to date, such as replacement of broken glass, the installation of a dehumidifier and the removal of carpeting.

J. Day stated there are some monies left over from the 08/09 budget that could be used for these stabilization items. In addition, there are possible funding sources that are currently outstanding such as the STEAP grant and a potential grant through the 1772 Foundation.

J. Watt moved to transfer up to \$17,760 as available from the 08/09 unexpended appropriation of the Transfer Station budget to be transferred to the Buildings, Repairs and Maintenance account for the purpose of stabilization of the Peters House per the attached. The motion passed unanimously.

Continue Appointment of Interim Town Manager and Management Team: J. Watt moved that the Hebron Board of Selectmen extend the appointment of the Management Team consisting of Andrew Tierney, Michael O'Leary and Donna Lanza with Andrew Tierney designated as the Interim Town Manager from June 26, 2009 until a permanent Town Manager has been appointed in accordance with Section 501 B of the Hebron Town Charter. The motion passed unanimously.

New Business:

Contract Renewal for Services of Resident State Troopers: B. O'Connell moved that Resolved that Andrew Tierney, Interim Town Manager, be and herewith is authorized to execute a contract on behalf of the Town of Hebron with the Connecticut Department of

Public Safety, Division of State Police for the services of two (2) Resident State Troopers for the period of July 1, 2009 to June 30, 2011.

Be It Further Resolved that the Town of Hebron hereby adopts as its policy to support the nondiscrimination agreements and warranties required under Connecticut General Statutes 41-60(a)(1) and 4a-60a(1)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142. The motion passed unanimously.

Approve Tax Rate Bill: G. Mulligan moved that the Board of Selectmen approve and sign the Tax Rate Bill dated June 4, 2009 as presented by the Revenue Collector. The motion passed unanimously.

Approve Suspense List: W. Moorcroft moved to approve the 2008-2009 suspense list as recommended by the Revenue Collector in accordance with Section 12-165 of the Connecticut General Statutes. Said taxes totaling \$3,697.67 are to be placed in suspense as they are deemed uncollectible on the tax records. The motion passed unanimously.

FY 2008-2009 Tax Refunds: J. Day reported that the majority of the tax refunds are for motor vehicle changes which are approved throughout the year and real estate as a result of refinancing.

Outstanding Building Permits: J. Day went over the memo from J. Summers regarding the outstanding building permits. J. Day reported that the Building Inspector issues permits based on valuation program in his software. When he issues a CO, the Assessor schedules an appointment to go out to the property to appraise the value under the Assessor software. The two valuation systems may use different values and the permit does not cover land values. If the permits have not been closed prior to October 1st, the Assessor goes out and values the property at a percentage of completion for the next Grant List.

Resolution Authorizing Grant Application and Appointing Hebron BOE as Building Committee for Gilead Hill School 1988 Wing Roof Replacement FY 09-10 CIP Project: J. Watt moved to approve the following resolution (see attached). The motion passed unanimously.

July 2nd Proposed Agenda: J. Watt requested that changes to this agenda be submitted to D. Lanza by 6/23.

Town Manager's Report:

Recent Activities: D. Lanza suggested to the Board that an All Boards meeting be scheduled for the fall.

Correspondence:

- 5/28/09 – Memo to Board of Selectmen & Management Team from J. Day, re: Discussion of East Street Park Development Project.

Consent Agenda: G. Mulligan moved that the Board of Selectmen approve the following Consent Agenda items and motions contained therein as if individually adopted (see attached). The motion passed unanimously.

Liaison Reports:

Economic Development Commission: J. Watt stated that the Commission held a get together for businesses at the Douglas Library where approximately 20-25 people attended. There were some good interactions and networking that took place. It was suggested that a future meeting take place with a speaker.

J. Watt moved to go into Executive Session at 9:35 p.m. for the purpose of discussing Clerical Union Labor Negotiations, REJA Litigation and Land Acquisition inviting D. Lanza to join them. The motion passed unanimously.

The Board came out of Executive Session at 10:00 p.m.

The meeting adjourned at 10:00 p.m.



Tricia Schiavi
Board Clerk



Town of Hebron

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- PLANNING/ZONING
- BUILDING
- HEALTH
- CONSERVATION

March 25, 2009

Gayle Mulligan
Board of Selectmen
Town of Hebron
15 Gilead Street
Hebron, CT 06248

Re: 150 East Street, Peter's House

Gayle,

At your request I have reviewed your list of priorities for the Peter's House and also visited the site. It is my opinion to prevent the house from further deterioration the following items should be done;

- | | |
|--|------------|
| • Replace the rotted and broken windows | \$3,600.00 |
| • Repair and replace gutters on ell | \$500.00 |
| • Fix 5 cornice areas to prevent weather and animal entry | \$1,500.00 |
| • Repair exterior wall to prevent water infiltration, 100 sq. ft. | \$1,200.00 |
| • Provide a stone and perforated pipe drainage system around the exterior of structure to divert water away from the building to the catch basin | \$2,500.00 |
| • Repair/replace sill in area of ell and existing house | \$5,500.00 |
| • Contingency assumed 20% | \$2,960.00 |

The estimate for the above described work is **\$17,760.00**

Please be aware that the above may be temporary fixes because the intended use of the building has not been defined and the work described is to repair/replace to match the existing adjacent areas only. Currently there is no indication the roof is leaking.

Sincerely

Joseph J Summers
Building Official

Resolution #

RESOLUTION TO APPLY TO THE COMMISSIONER OF EDUCATION FOR A GRANT FOR THE 2009-2010 \$144,000.00 CAPITAL IMPROVEMENT PROJECT TO REPLACE THE 1988 WING ROOF AT GILEAD HILL SCHOOL, ESTABLISH A BUILDING COMMITTEE AND AUTHORIZES PREPARATION OF SCHEMATIC DRAWINGS AND OUTLINE SPECIFICATIONS FOR THE ABOVE PROJECT

BE IT RESOLVED, that the Board of Selectmen of the Town of Hebron, authorizes the Town of Hebron Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the \$144,000.00 capital improvement project to replace the 1988 wing roof at Gilead Hill School.

BE IT FURTHER RESOLVED, the Board of Selectmen recommends that the Board of Education is hereby established as the Building Committee with regard to the capital improvement project to replace the 1988 wing roof at Gilead Hill School.

BE IT FURTHER RESOLVED, that the Board of Selectmen hereby authorizes at least the preparation of schematic drawings and outline specifications for the replacement of the 1988 wing roof at Gilead Hill School.

HEBRON BOARD OF SELECTMEN

Jeffrey Watt
Chairman

Dated at Hebron, Connecticut
this 4th day of June 2009

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JUNE 4, 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:

- 8.a.1 May 21, 2009 – Public Hearing
- 8.a.2 May 21, 2009 – Public Hearing
- 8.a.3 May 21, 2009 – Regular Meeting

b) TAX REFUNDS:

- 8.b.1 Glenn Palmer/Suzanne Palmer - \$100.69
- 8.b.2 Valerie Wasilausky - \$32.23