

**TOWN OF HEBRON
BOARD OF SELECTMEN
November 20, 2008 – Regular Meeting
Town Office Building**

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[Signature]
HEBRON TOWN CLERK

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

Member Absent: G. Mulligan

Staff Present: J. Clark, Town Manager

Guests: K. Strid, B. Soderberg, D. Watson, D. McCalla, M. Foote, K. Kraynak

The meeting was called to order at 7:35 p.m.

Public Comment: D. Watson stated that they have taken the first steps in submitting the proposal report to the Conn. Commission on Culture and Tourism. It has been accepted and will be reviewed by them on December 3, 2008 the members of the Historic Properties Commission will attend that meeting. D. Watson reported that the Planning and Zoning Commission received this report and have given their approval.

D. Watson stated that Mary Dunne, Conn. Commission on Culture and Tourism, stated that they prefer that an oversight committee be formed for the Peters House and they are willing to meet with the Board of Selectmen to provide guidance on the committee's roles and responsibilities.

K. Strid stated that the Commission on Aging will be asking the Board of Finance at their next meeting to put the Special Revenue account and the Angel Fund account through the Town. The Commission feels that these accounts would be better served under the Town.

Consent Agenda: It was decided to table the approval of the minutes from 11/8/08 until the next meeting.

B. O'Connell moved to approve the minutes of November 6, 2008 as presented. The motion passed unanimously.

Appointments/Resignations:

Hebron Historic Properties Commission – Appointment: W. Moorcroft moved that Mary Ann Foote be appointed to the Hebron Historic Properties Commission as a regular member with a term expiring in December, 2009. The motion passed unanimously.

Old Business:

Discussion of Ways to Thwart Burglaries: Trooper Kraynak stated that she wanted to inform the board about the burglaries in Town and that there have not been as many as people are talking about. K. Kraynak discussed ways that citizens can keep their houses safe and encouraged the Town Manager to put out a news release the ways that citizens can keep their houses safe.

Amend Parking Resolution: J. Watt moved that WHEREAS, the State Traffic Commission has reviewed the request for “No Parking” on Church Street and has recommended that “No Parking” be designated as indicated below:

NOW, THEREFORE, BE IT RESOLVED, that there shall be “No Parking” anytime within a zone on the east and west sides of Route 85 (Church Street) beginning at a point 20 feet south of CL&P Pole No. 147 extending northerly to a point 115 feet south of CL&P Pole No. 154, a distance of approximately 750 feet. The motion passed unanimously.

Peters House Historic Designation: M. Stuart moved that the Hebron Historic Properties Commission be authorized to review designation of the Peters House at 150 East Street for historic purposes. The motion passed unanimously.

A list of priorities was provided to the Board from the Peters House Use Study Committee for the stabilization process. J. Clark noted that he passed this list along to the Public Works Dept. to see what items they could do.

There was a discussion regarding the town’s liability and it was noted that the Town needs to understand the limits of the policy and that it covers volunteers and that the volunteers need to understand that the work is voluntary and there is no remuneration.

It was suggested that R. Overton, D. Bland or J. Baron meet with A. Tierney about what needs to be done in the stabilization process.

Cost Savings Ideas: J. Clark reported that through the efforts of CRCOG and CRRA, the Town’s tipping fee costs have gone from \$72 per ton down to \$62 per ton, which will save the Town approximately \$19,000 in next year’s budget and approximately \$9,500 in this year’s budget.

J. Clark stated that there have been more conversations with other Town Manager’s and CRCOG regarding sharing of services between municipalities.

Ordinance Codification Project: J. Clark stated that they have been working on this for about one year and there is a semi final draft that the Board needs to review. J. Clark indicated that he would like to set up a workshop to accomplish this.

It was decided to schedule a workshop for Saturday, December 6, 2008 at 8:00 a.m.

Conceptual Approval of the Hebron Operational Strategic Plan: J. Watt indicated that he would like the word “opportunities” removed under the “Integrated Land Use Priorities”. J. Clark indicated that he would like to have another workshop after the holidays to discuss the community services piece of this plan. J. Clark will come up with some workshop dates for the next meeting.

J. Watt moved that the Board of Selectmen give conceptual approval to the Hebron Operational Strategic Plan and its broad goals as expressed in the draft strategy map. The Town Manager is authorized to proceed with the next strategic planning phase of developing specific initiatives and performance indicators. The motion passed unanimously.

2008 Reappointments: M. Stuart stated that he requested attendance records of the people who are requesting reappointment at the last meeting. J. Clark indicated that these people are actively interested and participate regularly on their board or commission.

W. Moorcroft moved that the following board, committee and commission members be appointed as indicated below:

Conservation Commission – Thomas Loto and Robert Warner
Water Pollution Control Authority – Charles Wallace
Housing Authority – Laura Mund and Florence O’Sullivan
Historic Properties Commission (5 year term) – Donna McCalla
Parks & Recreation Commission – Robert Poudrier

The motion passed unanimously.

2009 Meeting Schedule: M. Stuart moved that the Board of Selectmen adopt the 2009 meeting scheduled as attached with the meeting time to commence at 7:30 p.m. The motion passed unanimously.

Other Old Business:

Update on Horton Brothers, LLC: B. O’Connell stated that the Open Space Land Acquisition Committee met last night with J. Celio regarding a piece of land on Kinney Road and Church Street. The OSLAC voted unanimously to recommend to the Board of Selectmen to look into further negotiations with the Horton Brothers LLC as they believe the land has attributes that would be beneficial to the Town. This land has been in the plan for open space and is in the greenway system. Additionally, it is a buffer for the proposed development of the Village Green District. B. O’Connell noted that the OSLAC did not want to expend their whole fund for this property.

New Business:

Regional Trail Maintenance Equipment Sharing Agreement: J. Clark stated that the Windham Regional Council of Governments and CROCOG have applied for and received funds under the Governor's program to promote regional cooperation amongst municipalities. The project is for the sharing of trail maintenance equipment in the amount of \$150,527.

B. O'Connell moved to authorize the Town Manager to enter into the attached Trail Maintenance Equipment Sharing Agreement with the communities of Andover, Bolton, Chaplin, Columbia, Coventry, Hampton, Lebanon, Windham and Vernon. The motion passed unanimously.

Appointment to Chatham Health District Board of Directors: J. Clark stated that Michael Hillsberg has accepted a position with the City of Groton and now it is necessary to appoint a Town of Hebron representative to the Chatham Health District Board of Directors.

M. Stuart moved that Jared Clark, Town Manager, be appointed to serve as the Town of Hebron's representative to the Chatham Health District Board. The motion passed unanimously.

Any Other New Business: J. Clark stated that the van driver for the senior center has resigned and he would like to keep this position on a part time basis. J. Clark also stated that the Finance Director position needs to be filled.

Town Manager's Report:

Recent Activities: See attached report.

Correspondence:

- 11/4/08 – Memo from TFC Kelly Kraynak, re: Department Monthly Report for October, 2008.

Liaison Reports:


Douglas Library: M. Stuart stated that he has still not received notification of when their meetings are.

J. Watt moved to go into Executive Session at 10:20 p.m. to discuss labor negotiations for Dept. of Public Works and Parks and negotiations for open space for Horton Brothers and invite J. Clark into the Executive Session. The motion passed unanimously.

The Board came out of Executive Session at 11:30 p.m.

W. Moorcroft moved to authorize the Town Manager to obtain an appraisal on property owned by the Horton's on the southerly side of Kinney Road, funds to be paid for from the Open Space Land Acquisition funds. The motion passed unanimously.

The meeting adjourned at 11:31 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

PROPOSED

**TOWN OF HEBRON
BOARD OF SELECTMEN
2009 MEETING SCHEDULE**

January	8 and 22	(2nd and 4th)
February	5 and 19	(school vacation 16 – 20)
March	5 and 19	
(Budget Workshops 12 & 26)		
April	2 and 16	(school vacation 20 – 24)
May	7 and 21	
June	4 and 18	
July	2 and 16	
August	6 and 20	
September	17	
October	1 and 15	
November	5 and 19	
December	3	(Hanukkah 11 – 19)

2010

January 7 and 21

Meetings will be held at 7:00³ p.m. at the Hebron Town Office Building unless otherwise posted.

TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 20, 2008

TOWN MANAGER'S ACTIVITIES

Ongoing projects requiring the Town Manager's attention in past few weeks include...

- Resolution of the State Traffic Commission demand to enforce barricading the end of Horton Boulevard through the widening of Rt. 66 to create a slip lane for west bound traffic to pass cars traveling in the same direction and turning left into Village Green District
- Coordination with the Open Space Land Acquisition Committee re. the transfer of Mohegan Land Trust conveyance of holdings within Hebron to the Town
- Meetings regarding health insurance charge projected increases for this next fiscal year at 13% to 15% and expectations for a smaller increase based upon experience
- Negotiation preparation coordination meetings with staff, Attorney Nick Grello and attendance at DPW and Parks union negotiation sessions
- Coordination with the Peters House Reuse Committee regarding repairs to the splash stones at the Peters House
- Follow up on resident complaints and meetings with residents regarding the Loveland Farms development and remedial actions available to the Town to bring the development to an acceptable state of temporary closure
- Review of combined gasoline purchasing amongst the RHAM communities and the lack of feasibility for using DPW gasoline storage for this purpose
- Review of preparations for the litigation regarding the golf course assessments, familiarization with the technical appraisal/assessment considerations and potential settlement negotiations
- Continued monitoring of the Michael Bergeron and dog "Peaches" reported violations of the Department of Agriculture confinement orders
- Monitoring and bringing to closure specification preparations for receiving bids on the \$400,000 Town Office ADA renovations
- Bringing to closure with residents the need and acceptance of "No Parking" restrictions on Grayville Road from its intersection with Reidy Hill Road to the cul-de-sac
- Meetings with staff managers regarding cost saving ideas and the Library Trustees regarding my request for the savings involved in reducing the Library operating hours from 45 to 40 hours per week
- Initial coordination with the Finance Director for a modified FY 09-10 budget preparation format
- Preparation of draft CIP policies and procedures
- Preparation of supporting materials for a CIP document management system request
- Determining parameters with the Fire Chief to conclude the delivery of the quint fire truck, the evaluation of potential legal action and the imposition of late delivery penalties
- Monitoring of progress on the ordinance codification project
- Monitoring and initiation of the comprehensive records management project
- Fielding complaints regarding the inadequacy of the Town website
- Preparation of potential revision recommendations to the Charter Revision Commission
- Responding to resident concerns regarding recent burglaries and coordination with the resident troopers