

**TOWN OF HEBRON  
WEEKLY MANAGEMENT REPORT  
MARCH 1, 2013**

**TOWN MANAGER:** *HAVE A GREAT WEEKEND!!!*

**SELECTMEN BOARD/COMMITTEE DATES:**

**Budget Presentation – Tuesday, March 5, 2013 - CANCELLED**

Board of Selectmen- March 7, 2013 – 7:30 p.m. (Library)

Joint BOS/BOF Budget Meetings – Thursday, March 7<sup>th</sup>; Tuesday, March 12<sup>th</sup> and Thursday, March 14, 2013 - 7:30 p.m. – Library

**LIAISON MEETINGS:**

Commission on Aging – March 6, 2013 – 8:30 a.m. – Senior Center (Mulligan)

**COMMISSIONS:**

**Board of Assessment Appeals** – Monday, March 4<sup>th</sup>, Thursday, March 7<sup>th</sup> – 7:30-9:00 p.m., Saturday, March 9, 2013 9:00 a.m.-noon – TOB

**PLANNING AND ZONING COMMISSION**

**Visual Preference Survey:** The Planning and Zoning Commission, through a \$20,000 grant secured under the Housing for Economic Growth program, has been working with two consultants, Dennis Goderre – a Landscape Architect from Goderre and Associates and Mark Branse, Esq. from Branse, Willis & Knapp, LLC, in looking at a wide range of planning and zoning and economic development issues surrounding Hebron Center and future growth in the Center. The consultants are drafting zoning regulations for the Commission to consider encouraging future growth and development in Hebron Center. The goal is to create more economic development opportunities in a way that supports a more vibrant, walkable and mixed use Main Street. This was one of the strong opinions that came from Hebron residents through the UCONN Charrette process that was conducted last year. One of the tasks that the consultants are providing is a new document containing design guidelines for the commercial areas and multi-family residential areas that will provide more specific guidance to future development in Hebron. The goal is to provide for new development but in a way that is consistent with Hebron's New England small town character. In this effort, a Visual Preference Survey has been put together that residents can take on-line. This will give great input into the question of what types of development, styles, and character of development that Hebron residents would like to see in their Town. Please take a few minutes to express your opinions on this important topic by taking this survey. Just click on the link:

<https://www.surveymonkey.com/s/HebronCenterVisualPrefSurvey> .

**DEPARTMENT NEWS:**

**FINANCE**

*Town Credit Card Use:*

The Accounting Clerk and I performed an internal “forensic audit” of our Town Credit Card use.

Seven cards are in existence amongst department heads. Our findings indicated no misuse of the credit cards. We do feel comfortable that we have appropriate checks and balances in place for use. In most cases, the credit cards are used only for emergent or on-line purchases where no other means of payment may be utilized.

The Town Manager and I intend on holding a “one on one” conference with each department head where proper utilization of these cards will be reinforced.

*FEMA Storm Sandy update:*

Final submission has been remitted to FEMA for grant reimbursement relating to Storm Sandy. The Town should receive approximately \$34,000 in reimbursable expenses.

**PUBLIC WORKS**

Once again the Public Works department started off the week by being called in to sand the roads at 11 P.M. Sunday night for a light coating of snow. Then they were back checking for icy conditions at 5 A.M. to make sure the busses had a safe roadway. Early in the week, the crews worked to remove tree debris left on the side of the road from the previous work. There were also numerous signs that were damaged and needed replacement. Due to heavy rain, the department spent a day clearing drainage and assuring that the waterways were clear. On Thursday, we had the opportunity to try out a new machine being demonstrated by a vendor, to clear the sidewalks in the center of Town. Although the Town is not normally responsible for this task, due to the amount of snow from the blizzard, we wanted to help the business owners clear the walks in preparation for the upcoming Maple Festival. Connecticut Light and Power sent their safety trainers to the Town Hall on Friday, and spent time with the crew instructing them on safety issues concerning downed wires. We try to take advantage of training opportunities whenever possible to make our workplace safer.

**PARKS AND RECREATION**

**Parks**

The Parks Department is working on spring rebuilding of equipment; painting bases for baseball; refurbishing trailers, top dressers, as well as, back pack fertilizer sprayers. Think Spring!

**Recreation**

The Recreation Department has started taking open enrollment for the PREP program. The PREP program is held at Gilead Hill School and runs from 6:45 a.m. to 6 p.m. week days. Residents interested can call the Parks and Recreation for more information.

Hebron Interfaith in collaboration with Hebron Parks and Recreation is having our annual Easter Egg Hunt at Burnt Hill Park. The Easter bunny will be there to help children find Easter eggs. Bring your camera and take pictures with the Easter bunny. The event is scheduled for March 23<sup>rd</sup> starting at 10:00 a.m. There is no fee to attend the egg hunt.

**BUILDING**

## Monthly Activity Report for February 2013

• .....	Permits Issued	28
• .....	Construction Value	\$239,831.00
• .....	Fees Collected	\$15,960.50
• .....	Field Inspections	118
• .....		

Over the next several months we will be reviewing all of the open permits and performing follow-up inspections. We will be beginning with decks, sheds, siding, windows and roofing permits. In May or June we will be following up on all of the open pool permits. A notice will be left on site for the properties that have had an inspection performed.

If you had a project completed and not sure if all of the required inspections have been performed please call the office at 860-228-5971 x141 or you can come in and review the building file for the property.

**MICELLANEOUS:**

The following is a list of Selectmen's meetings to be aired on Channel 96.

**Hebron Board of Selectmen: January 17, 2013**

March 7<sup>th</sup>: 10:00am

March 21<sup>st</sup>: 12:00pm

**Hebron Board of Selectmen: February 7, 2013**

March 7<sup>th</sup>: 11:30am and 3:30pm

March 15<sup>th</sup>: 10:00am and 4:00pm

March 21<sup>st</sup>: 1:30pm

**Hebron Board of Selectmen: February 21, 2013**

March 7<sup>th</sup>: 1:30pm and 5:30pm

March 15<sup>th</sup>: 12:00pm and 6:00pm

March 21<sup>st</sup>: 3:30pm

**Hebron Board of Selectmen: March 7, 2013**

March 7<sup>th</sup>: 7:30pm LIVE

March 15<sup>th</sup>: 2:00pm and 8:00pm

March 21<sup>st</sup>: 10:00am and 5:30pm

**Hebron Board of Selectmen: March 21, 2013**

March 21<sup>st</sup>: 7:30pm LIVE

**Hebron Board of Selectmen: March 28, 2013**

March 28<sup>th</sup>: 7:30pm LIVE