

MISSION STATEMENT

The Board of Selectmen, acting as stewards of the Town and agents of the people, will provide services that promote safety; an affordable healthy living environment; and through effective land use and town resources, an economic base that creates jobs and tax assistance to the community while preserving our rural historic character.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING (HYBRID)
TOWN OFFICE BUILDING – 15 GILEAD STREET**

RECEIVED

2025 JAN 13 A 10:19
OK. Asst.
HEBRON TOWN CLERK

Board of Selectmen Regular Meeting
 January 16, 2025, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
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 Access Code: 122-355-317
 United States: [+1 \(571\) 317-3122](tel:+15713173122)
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Thursday, January 16, 2025

7:00 p.m.

AGENDA

Time Guideline	
7:00 p.m.	1. CALL TO ORDER
7:00 p.m.	2. PLEDGE OF ALLEGIANCE
7:02 p.m.	3. ADDITIONS AND CHANGES TO THE AGENDA
7:05 p.m.	4. PUBLIC COMMENT This section of the agenda is reserved for persons in attendance who wish to briefly address the Board of Selectmen. The Board requests that a person's comments be limited to a single period lasting three minutes or less. While the Board respects the right of the public to provide comment, this time is not intended for open discussion or a Board response. Residents who wish to request a dialogue should make arrangements to do so through the Town Manager's Office or the Board Chair. (Persons wishing to comment should type "comment" and your name in the chat box and you will be recognized.)
7:10 p.m.	5. GOOD TO KNOW/SPECIAL RECOGNITION RHAM YOUTH BASEBALL – DONATION FIELD LIGHTING
7:15 p.m.	6. APPOINTMENTS AND RESIGNATIONS a) Hebron Historic Properties Commission - Alternate

7:20 p.m. 7. TOWN MANAGER'S REPORT

- a) Recent Activities
- b) Correspondence
- c) Town Manager Updates

7:30 p.m. 8. OLD BUSINESS

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Department of Public Works Action Committee Update
- c) Town Manager's Annual Evaluation
- d) Communications with Hebron Community
- e) Any Other Old Business

7:50 p.m. 9. NEW BUSINESS

- a) Economic Development Policy and Strategy
- b) 2025 STEAP Grant Application
- c) Draft Agenda for February 6, 2025 Meeting
- d) Any Other New Business

8:10 p.m. 10. CONSENT AGENDA

Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in this section may request the Chair to remove it for later discussion and a separate vote if necessary.

a) **APPROVAL OF MINUTES**

10.a.1 January 2, 2025 – Regular Meeting

b) **TAX REFUNDS**

8:15 p.m. 11. LIAISON REPORTS

- a) AHM Youth Services – Peter Kasper
- b) Hebron BOE – Tiffany Thiele
- c) Board of Finance – Dan Larson
- d) Land Acquisition – Keith Petit
- e) RHAM BOE – Claudia Riley

8:25 p.m. 12. PUBLIC COMMENT

8:30 p.m. 13. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

**APPOINTMENTS AND RESIGNATIONS
HISTORIC PROPERTIES COMMISSION ALTERNATE**

Ethan Stone (R) has expressed interest in serving on the Hebron Historic Properties Commission. There are two vacant alternate members positions. Mr. Stone has attended several HHPC meetings.

Proposed Motion:

Move that the Hebron Board of Selectmen appoint Ethan Stone as an alternate member of the Hebron Historic Properties Commission to a term to run until December 2025.

Donna Lanza

From: Andy Tierney
Sent: Tuesday, January 07, 2025 7:29 PM
To: Donna Lanza
Subject: Fwd: Historic Properties Commission Alternate

Sent from my iPhone

Begin forwarded message:

From: Ethan Stone <xavierstone882@gmail.com>
Date: January 7, 2025 at 4:19:20 PM EST
To: Andy Tierney <atierney@hebronct.com>
Subject: **Historic Properties Commission Alternate**

Good afternoon,

I am writing to express my interest in serving as an alternate for the Historic Properties Commission. I have attended several meetings and kept abreast with current issues. Hebron has a rich history filled with writers, builders, artists suffragettes and mill-life that should continually be explored through educational programs for the public and of course through preservation work that the Historic Properties Commission is so well known for. I enjoy the historical aspect of the area, and would value the opportunity to serve for its future.

Thank you in advance for your consideration, and I would be happy to discuss any questions you might have of my interest.

Best,

Ethan Stone
13 Church St
Hebron

860-420-8557

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CORRESPONDENCE



**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES
& PUBLIC PROTECTION
DIVISION OF STATE POLICE**



Lieutenant Timothy Henderson
#066
Commanding Officer

M/Sgt Shawn Mansfield #078
Executive Officer

Troop K – Colchester

January 2, 2025

Andrew Tierney
Town Manager
15 Gilead Road
Hebron, CT 06048

Dear Andrew Tierney,

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Hebron.

During the month of **December 2024**, the Hebron Resident Trooper, Hebron Constable Officers, as well as Troop K Troopers responded to **163** Calls for Service in the Town of Hebron. Of these Calls for Service, the most notable are:

Total Calls for Service	Total Calls This Year	
163	1,854	
	December 2024	YTD
Accidents	12	97
Criminal Investigations	10	96
Burglaries	0	0
Larcenies	1	9
Non Reportable Matters	111	1,251
Total Arrests	4	37

Motor Vehicle Enforcement*	December	YTD
Total Traffic Stops	31	377
Onsite DUI's	2	8
Arrests	2	8
Misdemeanor Summons	0	1
Infractions	2	29
Written Warnings	2	109
Verbal Warnings	27	234

Respectfully,

LT Timothy Henderson #066

Lieutenant Timothy Henderson #066
Commanding Officer
Connecticut State Police – Troop K

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE

Attached is an updated ARPA Status Report reflecting an uncommitted ARPA balance of \$3,037. A project status update will be provided at the meeting

**State and Local Recovery Funds
American Rescue Plan
ARPA PROJECT STATUS REPORT**

COMPLETED PROJECTS

Date Approved	Priority	Project Description	Responsible Department	Original Approval	Revised Amount	Final Expense	Status/Disposition
7/21/2022		Police Vehicle w/ MLPR	PD	97,125	77,206	58,805	Complete - Vehicle purchased, MLPR removed 9/21/2023
7/21/2022		Fire Department Marine	FD	23,000		22,970	Complete
7/21/2022		Fire Department Battery Operated Rescue Tools	FD	50,000		52,039	Complete
7/21/2022		HAMR Softball Field Veteran's	P&R	20,000		18,940	Complete
7/21/2022		Construction Fire Co # 1 Ambulance Bay Expansion/Engineering/Design	FD/PBC	100,000	161,100	22,100	Project Closed - Round 2 Adj 2/2/23 & 8/3/23 Bids rejected, Project Removed from ARPA 12/7/23
7/21/2022		AHM HVAC System Upgrade	AHM	55,000		55,000	Complete
7/21/2022		EV Charging Stations (TOB, SC, BHP)	TM	33,000	39,000	39,000	Complete
9/1/2022		Hebron Interfaith Human Services (HIHS) Food Pantry Support	HIHS	10,000	20,000	20,000	Complete - Additional funding approved 5/2/2024
9/1/2022		Police Vehicle	PD	80,000		66,299	Complete
9/15/2022		WPCA Sewer System Improvements	WPCA	82,140		82,140	Complete
1/5/2023		ACO Vehicle (pre-owned)	ACO	10,000		6,268	Complete
2/16/2023		Fence Between Library and Legion	P&D	7,500		7,446	Complete
2/16/2023		CoDE Support for Juneteenth Event	TM	4,000		4,000	Complete
2/16/2023		Hebron Elementary School Gym Floor	HBOE	264,800	75,900	75,900	Complete - Adjusted 5/8/23 Repair not replace
5/8/2023		The Town Center Project (TTCP) Storage Shed	TTCP	30,000		24,000	Complete
5/8/2023		Fire Department Turnout Gear	FD	40,000		40,000	Complete
1/19/2023		Gull School Roof	P&D	20,000		19,825	Complete
7/21/2022		Playscape Veteran's	P&R	150,000	153,450	153,450	Complete
8/2/2022		Contribution Toward Emergency Generator for Stonecroft Housing	TM	70,000	84,000	84,000	Complete
4/4/2024		Fire Department Active Shooter Tactical Gear	FD	13,600		13,592	Complete
3/21/2024		Police Department Tasers (five year purchase agreement \$26,800)	PD	16,081	27,299	27,299	Complete
7/21/2022		Virtual Meeting Room Conference Equipment (Library & TOB)	TM	66,000	66,338	66,338	Complete
5/16/2024		DPW Radios	DPW	30,917		30,917	Complete
7/21/2022		Martin Road Reconstruction Engineering	DPW	25,000		25,000	Complete
7/21/2022		Green Committee Funding Special Projects	GC	25,940		21,036	Project Closed -Twin bins & Transfer Station signs purchased, bike racks installed at Raymond Brook Preserve and Grayville Park, TOB to be installed/account closed 12/5/2024
4/18/2024		P & R Field Upgrades Burnt Hill Park Baseball Field	P&R	62,406		5,442	Project Closed - RFP issued 10/22/2024/One bid received for \$89,788
7/21/2022		CERT Vehicle Replacement (pre-owned) or Refurbish	EM	115,000		112,131	Vehicle in service 10/2024
Total Completed Projects						1,153,937	

ARPA FUNDING STATUS

COMPLETED PROJECTS	1,153,937
APPROPRIATED FUNDS	1,784,036
ACCRUED INTEREST through 11/2024	128,296
REMAINING ARPA FUNDS TO BE HELD IN RESERVE	3,037
	\$ 2,812,714

- AHM Andover Hebron Marlborough Youth Services
- ACO Animal Control Officer
- HBOE Hebron Board of Education
- DPW Department of Public Works
- EM Emergency Management
- FD Fire Department
- GC Green Committee
- HHS Hebron Historical Society
- HIHS Hebron Interfaith Human Services
- P&R Parks and Recreation
- P&D Planning and Development
- PD Police Department
- PBC Public Building Committee
- TTCP The Town Center Project
- TM Town Manager's Office
- WPCA Water Pollution Control Authority

**State and Local Recovery Funds
American Rescue Plan
ARPA PROJECT STATUS REPORT**

Approved by Town Attorney Awaiting BOS Approval

Hebron Historical Society - Old Town Hall Restoration	51,550	
Peters House Renovation/Restoration	57,000	
3D Printers for Douglas Library	2,798	
Senior Center - Furniture and Appliances	23,000	(dishwasher replaced w/ other funding)
Fire Company # 1 HVAC Equipment	28,250	
Hebron Interfaith Human Services Donation	TBD	
Additional Pickleball Courts at St. Peter's Field (3)	125,000	
Hybrid Meeting Room Project - SHARP Aquos Board or Similar for TOB Meeting Room	5,000	

Eligible Projects Declined by BOS/Town Manager

	Support for Local Small Businesses	Removed from consideration 1/19/2023	
	Green Committee: Bike Racks - (include in already approved HGC request)	3,000	Instructed Green Committee to use already approved funds
	EV Charging Stations - Locations TBD	TBD	
	Winter Heating Assistance	25,000	5/8/23 Funding was restored by State
	Beautify Veterans Memorial Route 85/66 - Trees/Bushes	600	5/8/23 Funded by HFPG Community Fund
7/21/2022	Trail Repairs	12,000	Removed 8/3/2023
	Fire Department UHF Radios (Fire Marshal)	5,023	Funded from Fire Department Budget
	Document Storage Review - Horton House	4,600	Funded from FY 23-24 Operating Budget
	Hebron Green Parking Lot Improvements	50,000	STEAP Grant Received
7/21/2022	Senior Center Generator Switch Gear/Connection	14,000	Will be in CIP Budget-Used generator oversized and not good fit for location closed 12/29/2024
	Land Acknowledgement Plaques (CoDE)	\$ TBD	removed from consideration 4/18/24
	Collins: GHS Water System	\$ TBD	Tentative Attorney Approval - removed from consideration 4/18/24
	Collins: Fund for Affordable Home Ownership	\$ TBD	Tentative Attorney Approval - removed from consideration 4/18/24
9/1/2022	Wall Street Sidewalk Project	146,000	Bid Awarded/Signed Contract/Construction in Spring/Summer 2024 - Funded w/ Grant and CIP
2/16/2023	Hebron Center Signage (wayfinding and community event) Design & Const.	45,000	LADA preparing design/working on DOT approval Inc 4/4/2024/ removed 6/6/2024
	P & R Trail Development	80,000	Removed from consideration 6/6/2024
	Grayville Road Bridge	150,500	Funded through a Supplemental Appropriation from UFB FY 24-25
	Hebron Community Theater	TBD	Not ARPA Eligible

Obligate Funds by December 31, 2024

Spend Funds by December 31, 2026

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE

The Department of Public Works RFQ submissions for Design Services were received on Friday, January 3, 2025. Eleven proposals were received and are currently being reviewed and evaluated by the Department of Public Works Action Committee. Interviews will be scheduled and fee proposals requested from the qualified firms.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

TOWN MANAGER'S ANNUAL EVALUATION

Chairman Kasper will provide an update at the meeting.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

COMMUNICATIONS WITH THE HEBRON COMMUNITY

The Selectmen may wish to discuss communications strategies for the upcoming budget.

Also, review the current BOS meeting social media and streaming options.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

ECONOMIC DEVELOPMENT POLICY AND STRATEGY

Town Planner Matthew Bordeaux will be present to discuss the Town of Hebron's economic development policy and strategy.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

2025 STEAP GRANT APPLICATION

The 2025 Small Town Economic Assistance Program (STEAP) grant applications are due by February 20, 2025. Please see attached guidelines. Town Planner Matthew Bordeaux and the Town Manager will be prepared to discuss priorities and proposal(s) for potential grant applications with the BOS.

2025 GRANT ROUND
SMALL TOWN ECONOMIC ASSISTANCE PROGRAM GUIDELINES



PROGRAM:

The Small Town Economic Assistance Program (STEAP) pursuant to [C.G.S. §4-66g](#) funds economic development, community conservation and quality of life projects for localities that are ineligible to receive Urban Action bonds ([C.G.S. §4-66c](#)).

TIMELINE:

Application Release Date: Thursday, January 9, 2025
Application Due Date: On or before 4:00 PM Thursday, February 20, 2025
Award Date: On or about April 3, 2025

APPLICATION INSTRUCTIONS:

- The complete application, any associated updates, addendums or related documents are available at [Small Town Economic Assistance Program – STEAP](#).
- All submissions related to this application must be sent via email to opm.steapapplications@ct.gov. The subject-line of the email must include the municipality's name and "STEAP 2025 Application".
- The submission must be in PDF format.
- Applications are due on or before 4:00 PM on Thursday, February 20, 2025.
- The municipality must submit a completed copy of the "STEAP Application Checklist".
- The municipality must submit a "Statement of Work and Budget".

GRANT AWARD FUNDING:

STEAP funds are issued by the [State Bond Commission](#) and administered by the Office of Policy and Management (OPM). Funds can only be used for capital projects. A project is considered to be a capital project if it is new construction, expansion, renovation or replacement for an existing facility or facilities.

The 2025 STEAP grants will be funded from an aggregate amount of \$30,000,000. The total STEAP grant amount a municipality can receive each fiscal year is \$1,000,000. This includes

individual and group applications. Individual grant award amounts will depend on the number of participating municipalities, and the number of qualified applications selected to receive an award.

In no event shall a municipality receive a grant unless and until the secretary determines, in the secretary's sole discretion, that the municipality has fully utilized or has plans to fully utilize any other funds previously granted to such municipality.

MUNICIPALITY ELIGIBILITY:

Eligible municipalities are listed on the attached STEAP Eligibility Listing. Municipalities which have an Urban Center Per Adopted State Plan of Conservation and Development are NOT eligible for either STEAP or the STEAP Opt-In Provision.

Municipalities which are designated as on the [Public Investment Community Index](#) (PIC), and/or a Distressed Municipality, are eligible to [Opt-In to STEAP](#) as long as the municipality does not have an urban center as per adopted plan. The Opt-in period shall be for four years. During that four-year period, municipalities which have opted in are NOT eligible to receive Urban Act funding.

Municipalities that are eligible to opt into the STEAP program must submit their opt-in request **prior** to submitting their STEAP application.

Municipalities with projects more than five (5) years old or that have expired contracts that have not been closed out with the administering agency are ineligible to apply for new funding. Municipalities should contact the administering agency for previous award information to ensure compliance.

MUNICIPAL MATCH:

All project funding (other than STEAP grant award) must be secured as of the time of application.

A 20% municipal match of the total project is preferred, but not required, in accordance with the following:

- Match funds must be municipal funds, not funds from other state or federal grants;
- Municipal salaries and/or expenses cannot be counted toward the municipal match;
- Funds spent on studies, planning, design, engineering, cost of land and contract services needed to complete the project are acceptable matches;
- Match funds must be spent in their entirety prior to final reimbursement; and
- Match expenditures can be those allowable project-related expenditures which were incurred before or during the grant contract period

The municipal match commitment is not altered shall a project come in under expected costs. The reduction will be on the state grant side.

Shall a municipality not be able to complete their project and meet their municipal match during the contract period, the STEAP award shall be pro-rated based on the municipal match.

An authorizing referendum vote and/or resolution by the local legislative body, or, in any town where the legislative body is a town meeting, by a vote of the board of selectmen, which authorizes the Chief Executive Officer to accept such grant if awarded, and enter into and execute any and all agreements, contracts and documents necessary to obtain said 2025 STEAP Grant with the State of Connecticut. This authorizing vote and/or resolution needs to be submitted to the administering agency within thirty (30) days of grant award notice if not available at time of application.

COMPLIANCE REQUIREMENTS:

[C.G.S. Sec. 8-23](#) requires each municipality to prepare or amend and adopt a plan of conservation and development (POCD) at least once every ten years. In accordance with [Public Act 24-132](#), any municipality that fails to adopt a POCD every ten years shall be ineligible for discretionary state funding in excess of \$25,000 unless such prohibition is expressly waived by the OPM Secretary.

All STEAP-funded projects are subject to applicable federal, state, and local laws, ordinances, regulations.

Certain projects, if funded with a STEAP grant, may be subject to additional reviews, evaluations, permits, approvals, and/or certifications, including but not limited to: Commission on Human Rights and Opportunities ([CHRO](#)), Connecticut Environmental Policy Act ([CEPA](#)), Flood Management Certification ([FMC](#)); State Historic and Preservation Office ([SHPO](#)) review and determination; and/or Municipal Plan of Conservation and Development ([POCD](#)) provisions with regard to eligibility for discretionary state funding. Such reviews, evaluations, permits and/or certifications could significantly impact project costs and timelines.

The grantee should only submit applications for such projects when it is able to provide the detailed information that might be required for various state review processes and can continue with the proposed project and spend down the grant within the terms of the contract period despite these added costs and extended project timelines.

CONTRACT:

Grants awarded will have a four (4) year term and may be considered for a one (1) year extension to the grant end date. No grant shall have a term longer than five (5) years.

Each STEAP grant shall have its own contract and shall not be combined with any other grant contract. STEAP grants are not intended to be “banked” or “grouped together” over the course of multiple years. Each award is to be used expressly for the purpose and scope of work as outlined in the awarded grant application.

Any STEAP application, its receipt, and/or any subsequent announcement or notification of an award associated with an application, does not constitute a contract. A contract exists only when you have submitted all required contractual documents and such documents are approved by the administering state agency, and the municipality is notified that the contract is fully executed. Do not incur any anticipated STEAP grant funded project expenditures until a contract is fully executed, as only those allowable expenditures incurred between the start and end dates as established on the fully executed contract can be reimbursed. Expenditures incurred before the contract start date or after the contract end date will not be reimbursed.

When a municipality is selected to receive a STEAP grant, the municipality will receive a notification letter from OPM indicating which state agency has been assigned to administer their award.

Municipalities should be prepared to enter a grant assistance agreement/contract with the administering agency shortly after being notified of an award, therefore municipalities should only apply for a project which is near-term. This means that the STEAP funded portion of the project should be "shovel-ready" or "nearly shovel-ready" at time of application. This is necessary to ensure that the grantee will be able to spend down their grant funds within the defined term of the award, as funds not expended before the grant's end date will be forfeited.

CHANGES IN CONTRACT:

Only minor changes germane to the original scope from the approved application shall be approved by the administering agency. STEAP grant funds cannot be repurposed (used for a project other than the one for which it was awarded.)

- EXAMPLE: A STEAP grant is awarded for a sidewalk project. The original scope was to install 1000 feet of sidewalk. A scope change which would increase the sidewalk to 1200 feet would be germane, therefore would be allowable and could be approved. A scope change to instead use the funding for a veterans' memorial and NO sidewalks would not be germane, therefore cannot be allowed or approved.

GRANT REIMBURSEMENT:

All grant payments will be made on a reimbursement basis and only after the municipality has:

- Incurred and paid for the allowable STEAP-related allowable project expenditures incurred between the start and end dates of the contract
- Match funds must be spent in their entirety (100%) prior to final reimbursement

Unspent grant funds will not be repurposed for other uses. Such unspent funds will be returned to the STEAP program account and will be used for awards made in future rounds.

The administering agency will provide guidance on what information must be submitted to seek reimbursement. Expenditures incurred before the start date or after the end date of the agreement/contract will not be eligible for reimbursement.

ELIGIBLE AND PRIORITY PROJECTS AREAS:

Projects eligible pursuant to CGS [Section 4-66c](#):

- Economic development projects such as (a) constructing or rehabilitating commercial, industrial, or mixed-use structures and (b) constructing, reconstructing, or repairing roads, access ways, and other site improvements;
- Recreational facility improvements;
- Solid waste disposal projects;
- Social service-related projects, including day care centers, elderly centers, domestic violence and emergency homeless shelters, multi-purpose human resource centers, and food distribution facilities;
- Homeownership initiatives in collaboration with local community development financial institutions;
- Redevelopment of historic preservation areas that leverage private funds;
- Development projects involving economic and community development, transportation, environmental protection, public safety, children and families and social service programs; and
- Land acquisition associated with the above types of projects.

Priority Project Areas:

- Shovel-ready projects which are at a stage where project work can begin at STEAP contract approval (see below)
- Improving the quality of life and fiscal stability of municipality
- Making government more effective, efficient and customer friendly
- Promoting economic growth particularly in transit-oriented areas
- Public Service Answering Point (PSAP) Consolidation
- Developing our workforce
- Infrastructure (i.e. roads, bridges, public buildings)
- Pollution control (water, waste, energy) in order to reduce costs and environmental impacts

Shovel-ready projects are defined as those which have:

- Legislative body approval (i.e.: referendum, town meeting)
- All funding (other than STEAP funding) for the STEAP project secured
 - Matching funds
 - Additional project funds
- Local permits in place (i.e.: Inland Wetlands, Zoning, Planning)
- State approvals and permits in place, such as:
 - State Historical Preservation Office (SHPO)
 - Flood Management Certification (FMC)
- Utility coordination plan established
- Municipal Plan of Conservation and Development (POCD) up to date
- Project PS&E (plans, specifications, and estimates) ready to be advertised

EXPENDITURES THAT CANNOT BE FUNDED BY STEAP GRANT FUNDS:

- Programmatic expenditures or recurring budget expenditures are **not** eligible for STEAP or any other state bond program. OPM reserves the right to not fund or reimburse certain projects or certain project components with State bond funds due to public policy reasons.
- Ceremonial or entertainment expenses; publicity; bonus payments; reserves; charges in excess of the lowest responsible bid where competitive bidding is required unless prior approval is obtained; deficits or overdrafts; interest charged; any judgment for damages arising from the project; fines and penalties; meals, municipal salaries or employee expenses.
- Furniture, fixtures, and equipment (FF&E). FF&E includes movable furniture, fixtures or other equipment that have no permanent connection to the structure of a building or utilities. FF&E includes, but is not limited to desks, chairs, computers, electronic equipment, appliances, tables, bookcases, and partitions.
- Goods and/or services purchased and/or provided before the contract start date, or after the contract end date will **not** be funded.
- STEAP funds **cannot** reimburse design, studies, planning and/or engineering costs.
- STEAP funds **cannot** be used to represent the required municipal "match" or "share" portion for another state or federal grant.

STEAP CONTACT INFORMATION:

- Program information: Martin.Heft@ct.gov or 860.418.6355
- Application Submission: opm.steapapplications@ct.gov
- Questions related to an award (including questions about your grant contract/agreement, payment/reimbursement and a one-time extension), must be directed to the [assigned state agency](#).

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**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING (HYBRID)
TOWN OFFICE BUILDING – 15 GILEAD STREET**

Board of Selectmen Regular Meeting
February 6, 2025, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/741407965>
You can also dial in using your phone.
Access Code: 741-407-965
United States: [+1 \(408\) 650-3123](tel:+14086503123)
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Thursday, February 6, 2025

7:00 p.m.

AGENDA

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7:02 p.m. 3. ADDITIONS AND CHANGES TO THE AGENDA

7:05 p.m. 4. PUBLIC COMMENT

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7:10 p.m. 5. GOOD TO KNOW/SPECIAL RECOGNITION

7:30 p.m. 6. APPOINTMENTS AND RESIGNATIONS

7:35 p.m. 7. TOWN MANAGER'S REPORT

- a) Recent Activities
- b) Correspondence
- c) Town Manager Updates

7:45 p.m. 8. OLD BUSINESS

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Department of Public Works Action Committee Update
- c) Town Manager's Annual Evaluation
- d) 2025 STEAP Grant Application
- e) Any Other Old Business

8:05 p.m. 9. NEW BUSINESS

- a) FY 2025-2026 CIP Budget Review
- b) Horton Property Master Plan
- c) Schedule Special Town Meeting – GHS Roof and DPW Project
- d) Draft Agenda for February 20, 2025 Meeting
- e) Any Other New Business

8:20 p.m. 10. CONSENT AGENDA

Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in this section may request the Chair to remove it for later discussion and a separate vote if necessary.

a) **APPROVAL OF MINUTES**

10.a.1 January 16, 2025 – Regular Meeting

b) **TAX REFUNDS**

8:25 p.m. 11. LIAISON REPORTS

- a) AHM Youth Services – Peter Kasper
- b) Hebron BOE – Tiffany Thiele
- c) Board of Finance – Dan Larson
- d) Land Acquisition – Keith Petit
- e) RHAM BOE – Claudia Riley

8:35 p.m. 12. PUBLIC COMMENT

8:40 p.m. 13. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JANUARY 16, 2025**

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

10.a.1 January 2, 2025 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

10.b.1	Est. of Ronald Keith	\$204.50
10.b.2	Molly Brown & James Brown	\$383.72

TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, January 2, 2025 - 7:00 PM

RECEIVED

2025 JAN -6 A 9:01
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

Board of Selectmen (Present): Peter Kasper (Chair), Daniel Larson (Vice-Chair), Keith Petit, Claudia Riley

Board of Selectmen (Absent): Tiffany Thiele

Staff: Andrew Tierney, Donna Lanza

Guests: Richard Steiner, Ken Jardin, Jean Tulimieri, Kevin Tulimieri, Davis Howell, Community Voice Channel, Kathy Williams, John Matra

1. Call to Order

2. Pledge of Allegiance

Chair P. Kasper called the meeting to order at 7:10 p.m. and led the Pledge of Allegiance.

3. Additions and Changes to Agenda

None.

4. Public Comment

- A. Jean Tulimieri (110 Kinney Rd)** – Gave her support for a resident-proposed moratorium on development in Hebron Center, raising concerns over environmental impacts from proposed development. Also stated her opposition to locating a dog park on Kinney Road.
- B. Kevin Tulimieri (110 Kinney Rd)** – Also supported a moratorium on development, citing risks to the health, safety, and welfare of the community, and noted strong public opposition to the proposal currently before Planning & Zoning.
- C. Ken Jardin (9 Gilead Landing)** – Thanked the BoS for their support and authorization of many recreation-related ARPA projects, including the pickleball courts, dog park, and playscape at GHS, as well as a new skate park, playscape, field improvements, and field lighting at Veteran’s Park.

5. Good to Know/Special Recognition

None.

6. Appointments and Resignations

A. Planning & Zoning Commission Alternate Appointment

A. Tierney noted the vacant seat was last elected as a Democrat, and is traditionally filled with a member of the same party.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, January 2, 2025 - 7:00 PM**

Motion by P. Kasper that the Hebron Board of Selectmen appoint Davis Howell (D) as an alternate member of the Planning & Zoning Commission for a term to run until November 18, 2025. The motion passed unanimously (4-0).

B. Economic Development Commission Resignation

Motion by D. Larson that the Hebron Board of Selectmen accept the resignation of Peter Casarella from the Economic Development Commission with regret and thanks for his years of dedicated service. The motion passed unanimously (4-0).

7. Town Manager's Report

OSHA conducted an inspection of Town facilities prior to the holidays, with the report expected soon. Progress on ARPA projects continues. Materials for the skate park are incoming, and Town staff has been meeting with contractors. Budget season has begun. Health insurance numbers are expected later this month. Upcoming upgrades and developments in neighboring towns will impact Hebron's WPCA costs and needs, and are being studied.

8. Old Business

A. ARPA Update

Uncommitted ARPA funds are \$3,037.

B. DPWAC Update

R. Steiner reported nine architectural firms attended the pre-bid DPW walkthrough on December 19th. RFQs for the project are due January 3rd. The DPWAC is seeking direction from the BoS regarding continued operation of the transfer station, versus town-wide curbside pickup. Selectmen discussed the cost analysis of both options, and agreed to keep the transfer station. P. Kasper directed R. Steiner to include the transfer station in the design services RFP.

C. Other Old Business

None.

9. New Business

A. Approve FY 2025-2026 Budget Review Schedule

Motion by D. Larson that the Hebron Board of Selectmen approve the FY 2025-2026 Budget Review Schedule as presented. The motion passed unanimously (4-0).

B. Discuss Town Manager's Annual Evaluation

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, January 2, 2025 - 7:00 PM**

P. Kasper will coordinate with other Selectmen, using the framework evaluation criteria established last year.

C. Draft Agenda for January 16, 2025 Meeting

A. Tierney noted discussion with the Town Planner regarding items including Economic Development Commission (EDC) policies and the Horton property master plan.

D. Other New Business

None.

10. Consent Agenda

A. Approval of Minutes

1. December 5, 2024 – Public Hearing
2. December 5, 2024 - Regular Meeting

B. Tax Refunds

- | | |
|-------------------------|----------|
| 1. ACAR Leasing | \$484.04 |
| 2. Toyota Leasing Trust | \$645.85 |

Motion by C. Riley that the Board of Selectmen approve the above Consent Agenda items and motions contained therein as if individually adopted.

Discussion: K. Petit noted “sink” should be spelled “sync” in the Public Hearing minutes. **The amended motion passed unanimously (4-0).**

11. Liaison Reports

- A. AHM – No report.
- B. Hebron BoE – No report.
- C. BoF – No report.
- D. OSLAC – No report.
- E. RHAM BoE – No report.

12. Public Comment

None.

13. Adjournment

Motion by P. Kasper to adjourn at 8:02 p.m. The motion passed unanimously (4-0).

Respectfully submitted,
Hannah Walcott (Board Clerk)