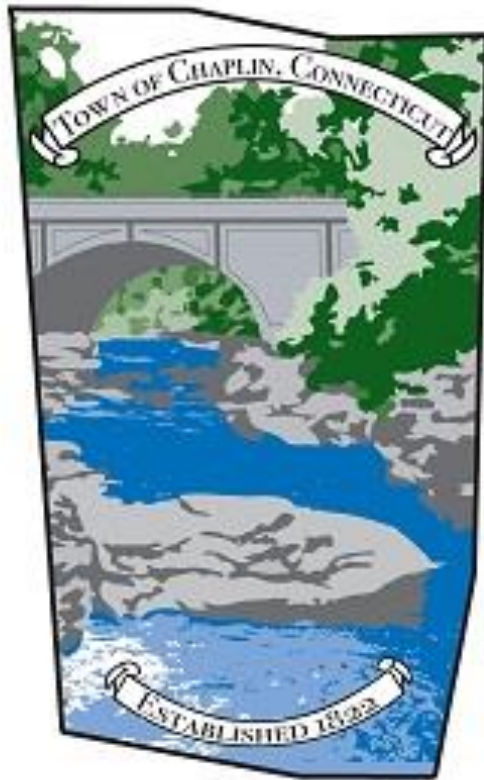


Town of Chaplin



**Annual Report
2020-2021**

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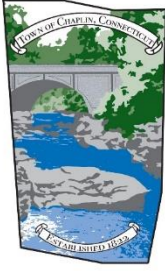
TOWN OF CHAPLIN
Annual Report
July 1, 2020 through June 30, 2021

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Map of the Town of Chaplin

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Town of Chaplin, Connecticut

Incorporated 1822
495 Phoenixville Road, Chaplin, Connecticut 06235
Telephone: (860) 455-0073 Fax: (860) 455-0027
bofinance@chaplinct.org

March 1, 2022

Chaplin Residents:

The Town of Chaplin continued to experience difficult times for FY2020-2021 in this the second year of the COVID-19 pandemic. Meetings were held virtually, by phone, limited and/or cancelled entirely.

Fortunately, the business of the town was conducted routinely and completely. As the following report shows, the town's work was done efficiently and productively by every Board, commission, department, and agency.

It is hoped that every citizen of the town of Chaplin reads this report and appreciates the dedication and professional expertise of town staff employees.

Sincerely,
The Board of Finance

Richard Weingart – Chairman
Linkesh Diwan – Vice-Chairman
Linda Caron – Secretary
Doug Dubitsky
William Jenkins
Victor Boomer
Matthew Foster
Peter Haines
Israel Alvarez

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BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
<u>AD HOC BICENTENNIAL COMMITTEE</u>			
Ricklin, Leslie	U	1/7/2020	12/31/2022
Church, Warren	R	1/7/2020	12/31/2022
Weingart, Richard	D	1/7/2020	12/31/2022
Sicilian, Ann	D	1/7/2020	12/31/2022
David Shenker	D	1/7/2020	12/31/2022
Grindle, Bob		1/7/2020	12/31/2022
Rose, William H.	R	1/7/2020	12/31/2022
Pellegrino, Kasey	D	1/7/2020	12/31/2022
<u>BOARD OF ASSESSMENT APPEALS</u>			
Foster, Matthew	R	11/7/2017	11/2/2021
Kane, Brendan	D	11/7/2017	11/2/2021
Alvarez, Diana F.	R	11/5/2019	11/7/2023
<u>BOARD OF EDUCATION</u>			
Caron, Daniel	D	11/7/2017	11/2/2021
Lambert, Jean	R	11/7/2017	11/2/2021
Ouimette, Amy	D	11/7/2017	11/2/2021
Boomer, Eugene V., Jr.	R	11/5/2019	11/7/2023
Boomer, Victor N.	R	11/5/2019	11/7/2023
Chancey, Jaclyn	D	11/5/2019	11/7/2023
Hooper, William	D	11/3/2015	11/7/2023
<u>BOARD OF FINANCE</u>			
Lambert, Jean	R	11/3/2015	11/2/2021
Weingart, Richard G.	D	11/3/2015	11/2/2021
Diwan, Linkesh	U	11/7/2017	11/7/2023
Dubitsky, Doug	R	11/7/2017	11/7/2023
Boomer, Victor N.	R	11/5/2019	11/4/2025
Caron, Linda	D	11/5/2019	11/4/2025
<u>BOARD OF FINANCE - ALTERNATES</u>			
Jenkins, William	R	11/3/2015	11/2/2021
Foster, Matthew	R	11/7/2017	11/7/2023
Haines, Peter	D	11/5/2019	11/4/2025
<u>BOARD OF SELECTMEN</u>			
Rose, William H., IV	R	11/5/2019	11/2/2021
Fortier, Kenneth P.	R	11/5/2019	11/2/2021
Pinto, Joe	D	11/5/2019	11/2/2021

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
<u>CONSERVATION COMMISSION</u>			
Vacant		7/1/2009	6/30/2015
Vacant		7/1/2011	6/30/2017
Vacant		7/1/2011	6/30/2017
Vacant		7/1/2013	6/30/2019
Vacant		7/1/2013	6/30/2019
Komuves, Christopher	D	7/1/2015	6/30/2021
Vacant		7/1/2009	6/30/2015
Vacant		7/1/2011	6/30/2017
Vacant		7/1/2013	6/30/2019
<u>ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION</u>			
Schein, Irene J.	U	2/2/2018	2/1/2021
Siege, Virginia	R	2/2/2018	2/1/2021
Kalisher, Amy	D	2/2/2019	2/1/2022
Lewis, Ann	D	2/2/2019	2/1/2022
Chuk, Ann	U	2/2/2020	2/1/2023
Ricklin, Leslie	D	2/2/2020	2/1/2023
<u>ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION - ALTERNATES</u>			
Bizzarro, Jeff	U	2/2/2018	2/1/2021
Walmsley, Josh	U	2/2/2019	2/1/2022
Rose, William H., IV	R	2/2/2020	2/1/2023
<u>HISTORIC DISTRICT COMMISSION</u>			
Smith, Catherine W.	D	9/1/2016	8/31/2021
Church, Warren	D	9/1/2017	8/31/2022
Peifer, Paul	R	9/1/2018	8/31/2023
Givens, Jean A.	D	9/1/2019	8/31/2024
Cox, Diane	D	9/1/2020	8/31/2025
<u>HISTORIC DISTRICT COMMISSION - ALTERNATES</u>			
Lindquist, Carl W.	U	9/1/2016	8/31/2021
Siege, Paul		9/1/2017	8/31/2022
Ricklin, Leslie	U	9/1/2020	8/31/2025
<u>INLAND WETLAND AND WATERCOURSES COMMISSION</u>			
Deveny, Paul J.	U	11/3/2015	11/2/2021
Matthies, Scott R.	D	11/3/2015	11/2/2021
Jenkins, Michael R.	R	11/7/2017	11/7/2023

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
Cates, Douglas	R	11/5/2019	11/4/2025
Kegler, Peter E.	R	11/5/2019	11/4/2025
<u>INLAND WETLAND AND WATERCOURSES COMMISSION - ALTERNATES</u>			
Walton, Virginia	D	11/3/2015	11/2/2021
Deb Field	D	11/7/2017	11/7/2023
Vacant		11/5/2019	11/4/2025
<u>LIBRARY BOARD OF DIRECTORS</u>			
Adele Swart	D	11/3/2015	11/2/2021
Jenkins, William	R	11/3/2015	11/2/2021
Cox, Diane	D	11/7/2017	11/7/2023
Ricklin, Leslie	U	11/7/2017	11/7/2023
Boomer, Victor N.	R	11/5/2019	11/4/2025
Haines, Jeanette	D	11/5/2019	11/4/2025
<u>PLANNING AND ZONING COMMISSION</u>			
Fiasconaro, Peter	R	11/3/2015	11/2/2021
Weingart, Helen	D	11/3/2015	11/2/2021
Dubitsky, Doug	R	11/7/2017	11/7/2023
Garceau, David P.	D	11/7/2017	11/7/2023
Godaire, Randy J.	R	11/7/2017	11/7/2023
Beer, Eric D.	R	11/5/2019	11/4/2025
Burdick, Alan	R	11/5/2019	11/4/2025
<u>PLANNING AND ZONING COMMISSION - ALTERNATES</u>			
Ireland, William	R	11/3/2015	11/2/2021
Fortier, Kenneth P.	R	11/7/2017	11/7/2023
Vacant		11/5/2019	11/4/2025
<u>REGIONAL DISTRICT 11 BOARD OF EDUCATION</u>			
Foster, Stacy	R	7/1/2018	6/30/2021
Harrington, Stephanie	R	7/1/2019	6/30/2022
Ireland, Sally	R	7/1/2020	6/30/2023
<u>RECREATION COMMISSION</u>			
Barr, Tim, V.	D	7/1/2018	6/30/2020
Blair, Christine	U	7/1/2018	6/30/2020
Foster, Lauren	R	7/1/2018	6/30/2020
Foster, Matthew	R	7/1/2018	6/30/2020
Landon, Steven	U	7/1/2018	6/30/2020

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
Arbo, Monica	U	7/1/2019	6/30/2021
Nelson, Amelia	U	7/1/2019	6/30/2021
Johndrow, Russ	R	7/1/2019	6/30/2021
<u>RECREATION COMMISSION</u>			
Stone, David	R	7/1/2019	6/30/2021
Woodward, Joshua	U	7/1/2019	6/30/2021
<u>REGISTRAR OF VOTERS - DEMOCRATIC</u>			
Lewis, Ann	D	12/2/2019	4/26/2021
Raymond, Bruce	D	1/9/2020	4/29/2021
<u>REGISTRAR OF VOTERS - REPUBLICAN</u>			
Boomer, Eugene V., Jr.	R	1/9/2019	1/6/2021
Foster, Stacy	R	1/9/2019	1/6/2021
<u>SENIOR CENTER BOARD OF DIRECTORS</u>			
Bolduc, Doreen	R	7/1/2018	6/30/2021
Dietrichsen, Catherine	D	7/1/2018	6/30/2021
Kegler, Lisa	R	7/1/2018	6/30/2021
Muckenhaupt, Neil	U	7/1/2019	6/30/2022
Nurme, Marilyn	R	7/1/2019	6/30/2022
Schein, Irene J.	D	7/1/2019	6/30/2022
Linkkila, Carl	U	7/1/2020	6/30/2023
Rakos, Shirley	R	7/1/2020	6/30/2023
Zlotnick, Walter	D	7/1/2020	6/30/2023
<u>SENIOR CENTER BOARD OF DIRECTORS - ALTERNATES</u>			
Lewis, Ann	D	7/1/2020	6/30/2023
Gillon, Ellen	R	7/1/2020	6/30/2023
Rose, Carol	R	7/1/2020	6/30/2023
<u>ZONING BOARD OF APPEALS</u>			
Cates, Douglas	R	11/3/2015	11/2/2021
Peifer, Sue	R	11/3/2015	11/2/2021
Gifford, Rosalie	R	11/7/2017	11/7/2023
Jenkins, William	R	11/7/2017	11/7/2023
Lisa Courcier	D	11/5/2019	11/4/2025
<u>ZONING BOARD OF APPEALS - ALTERNATES</u>			
Kane, Brendan	D	11/3/2015	11/2/2021
Boomer, Victor N.	R	11/7/2017	11/7/2023
Tetreault, Paul	R	11/5/2019	11/4/2025

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
<u>JUDGE OF PROBATE</u>			
McGrath, Hon. John J., Jr.	D	1/9/2019	1/4/2023
<u>JUSTICE OF THE PEACE</u>			
Alveraz, Diana F.	R	1/3/2017	1/4/2021
Boomer, Eugene V., Jr.	R	1/3/2017	1/4/2021
Boomer, Victor N.	R	1/3/2017	1/4/2021
Boyd, Patricia D. R.	U	1/3/2017	1/4/2021
Collins, Jack	D	1/3/2017	1/4/2021
Cournoyer, Amy	R	1/3/2017	1/4/2021
Cox, Diane	D	1/3/2017	1/4/2021
Gunn, Bert D.	D	1/3/2017	1/4/2021
Hansen, Henry E.	U	1/3/2017	1/4/2021
Jenkins, William	R	1/3/2017	1/4/2021
Lambert, Jean	R	1/3/2017	1/4/2021
Lanzit, Rusty	D	1/3/2017	1/4/2021
MacKenzie, Hugh Maxwell, Jr.	R	1/3/2017	1/4/2021
Swart, Adele D.	D	1/3/2017	1/4/2021
Administrative Assistant - Selectman's Office			
Suzanne Krodel			
Animal Control Officer			
NECCOG			
Assessor			
Chandler Rose			
Building Official			
Joe Smith			
Burning Official			
Steven Landon		1/22/2019	1/31/2021
Department of Public Works, Supervisor			
David Stone			
Eastern Highlands Health District Representative			
Vacant			
Eastern Regional Tourism District			

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
Karen Carrancio		2/11/2020	2/11/2023
Emergency Preparedness, Director			
Jim Randall			
Emergency Preparedness, Deputy			
William Hooper			
Finance Manager			
Valerie Garrison			
Fire Chief			
Joe Pinto		7/1/2020	6/30/2021
Fire Chief, Deputy			
Bob Williamson		7/1/2020	6/30/2021
Fire Investigator			
Chad Molochnick		7/29/2014	N/A
Fire Marshal			
Bud Meyers		6/12/2018	N/A
Fire Marshal, Deputy			
Christopher Bray		8/7/2018	N/A
Fire Marshal, Deputy			
Noel Waite		8/7/2018	N/A
First Selectman			
William H. Rose IV	R	11/5/2019	11/4/2021
Inlands/Wetlands Agent			
Joseph Theroux			
Library Director			
Sandra Horning			
Municipal Agent for the Elderly			
Ann Lewis		9/6/2018	9/1/2022
Mystic Country Connecticut Representative			

BOARD/COMMISSION/DEPARTMENT	PARTY	TERM FROM	TERM TO
Vacant		10/3/2013	10/3/2016
Sanitarian-Food Inspector			
Eastern Highlands Health District			
Senior Center Director			
Lisa Kegler		2/1/2021	
Roxanne St. Jean			12/31/2020
Superintendent of Schools			
Kenneth Henrici			
Tax Collector			
Zayne Ring			
Tax Collector, Assistant			
Amanda Tashea			
Town Clerk			
Shari Smith	R	1/7/2020	1/3/2022
Treasurer			
Diana Alvarez	R	11/5/2019	11/2/2021
Tree Warden			
David Stone			
Zoning Officer			
James Gigliotti			

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**TOWN OF CHAPLIN, CONNECTICUT
Board of Selectmen
Chaplin Town Hall
495 Phoenixville Road
Chaplin CT 06235**

**RESOLUTION AUTHORIZING THE BOARD OF FINANCE TO ADOPT THE ANNUAL TOWN BUDGET
WITHOUT THE ANNUAL TOWN BUDGET MEETING AND REFERENDUM**

Pursuant to the authority provided to this Board of Selectmen by paragraph 13 of the March 21, 2020 Executive Order 7I, and paragraph 2 of the March 20, 2020 Executive Order 7H of the Governor of the State of Connecticut, it is RESOLVED that the Board of Finance of the Town of Chaplin is hereby authorized and required to promptly and timely adopt the annual Town budget of the Town of Chaplin for the fiscal year beginning July 1, 2020, without the usual annual town meeting on the budget and subsequent referendum authorized or required by State law and local ordinance, but rather in compliance with said paragraph 13 of Executive Order 7I, and also with paragraph 1 of the March 14, 2020 Executive Order 7B of the Governor of the State of Connecticut, subject only to the further Order of the Governor and the subsequent Resolution of this Board.

So Moved by Anthony Pinto Selectman Second by Kenneth Fortier Selectman

Dated at Chaplin, Connecticut this 9th day of April, 2020

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ADDENDUM

Minutes Correction

The meeting minutes dated May 26, 2020, used in this report to record the revenue budget and mill rate approval are correct for FY 2020-2021.

These minutes were inappropriately used in last years Annual Report for FY 2019-2020. The correct minutes for FY 2019-2020, should be meeting minutes dated May 13, 2019.

This correction must also be applied for FY 2018-2019. The correct minutes for this report should be dated May 14, 2018.

This correction must also be applied to FY 2017-2018. However, the minutes for that meeting were not in the Annual Report.

The Annual Reports for previous years did not contain meeting minutes.

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CHAPLIN BOARD OF FINANCE
Chaplin, Connecticut
Remote Special Meeting Minutes
May 26, 2020

Chairperson Dick Weingart called the remote meeting to order at 7:00 PM and read the procedures. Present were Board members Link Diwan, Linda Caron, Jean Lambert and Victor Boomer; Alternate Peter Haines. Unable to attend were Board members Doug Dubitsky; Alternate Matt Foster and Alternate Bill Jenkins.

3. SEATING OF ALTERNATES:

Alternate Peter Haines was seated for Board member Doug Dubitsky who could not attend tonight's meeting.

4. FIRST AUDIENCE FOR CITIZENS: None

5. GUESTS: None

6. APPROVAL OF MINUTES:

a. Public Hearing – May 11, 2020; Regular meeting – May 11, 2020:

Motion to approve the Public Hearing minutes of May 11, 2020, was made by Peter Haines, seconded by Victor Boomer and carried unanimously.

Motion to approve the regular meeting minutes of May 11, 2020, was made by Victor Boomer, seconded by Linda Caron and carried unanimously.

Jean Lambert dialed in to the meeting.

7. BUDGET WORKSHOP FOR FY 2020-21:

a. Consider and act on Board of Education/CES adopted budget:

The Board of Education/CES adopted a budget in the amount of \$3,837,593 for FY 2020-21.

Motion to approve the Board of Education/CES budget in the amount of \$3,837,593 for FY 2020-21, was made by Jean Lambert, seconded by Peter Haines and carried unanimously.

b. Consider and act on FY 2021-25 CIP Plan:

The CIP Plan is funded from the General Fund Budget for FY 2020-21 in the amount of \$382,694.

Motion to approve the FY 2021-25 CIP Plan, was made by Victor Boomer, seconded by Jean Lambert and carried unanimously.

c. Consider and act on Town Government budget:

The following were changes made to the Town Government budget: Assessor – increase of \$3,950 for annual fee paid to NECOGG for every 5 years property revaluation, Tax Collector – increase of \$500 for stuffing envelopes and postage to mail out tax bills. The total Town Government budget is \$2,467,427.

Motion to approve the Town Government budget in the amount of \$2,467,427 for FY 2020-21, was made by Victor Boomer, seconded by Peter Haines and carried unanimously.

d. Consider and act on combined Town Govt. and Board of Education budget for FY 2020-21:

The combined Town Government and Board of Education budget includes the town assessment for RD11 Parish Hill.

Motion to approve the combined Town Government and Board of Education budget in the amount of \$8,887,823 for FY 2020-21, was made by Link Diwan, seconded by Jean Lambert and carried unanimously.

e. Consider and act on Revenue Budget for FY 2020-21:

The Revenue budget is dependent on the state holding up on proposed grants. State reimbursements are projected at \$1,983,114.

Motion to set the Revenue Budget at \$9,060,432 for FY 2020-21, was made by Victor Boomer, seconded by Linda Caron and carried unanimously.

f. Set the mill rate for FY 2020-21:

There is no adjustment in the Tax Collection percentage (currently at 97.75%). There is no data at this time to make decision on any adjustments. Dick Weingart reported that according to the Finance Director of the Government Financial Officers Association of CT, most towns responding to how they are dealing with adjusting tax collection percentages are staying the course using current collection rates (using at least 98%). Chaplin has had a collection rate above 98% for the past 5 years and should consider an increase moving forward.

Motion to set the mill rate at 32.5 for FY 2020-21, was made by Linda Caron, seconded by Jean Lambert and carried unanimously.

g. Other budget items for consideration:

Dick Weingart was notified by the First Selectman that Public Works hourly employees are entitled to vacation time and can carry over most of the entitled vacation time to the next fiscal year. The carryover could create an overage in the budget if both the carryover time and regular vacation time are taken in the same fiscal year. The overage could be transferred from the Contingency Fund or approved for special funding.

8. TRANSFER/ASSIGNMENT OF FUNDS FROM GENERAL FUND UNASSIGNED FUND BALANCE:

a. Transfer \$150,000 from the General Fund to the CIP Fund for CIP project: Replace Fire Department SCBA System:

The Fire Department has requested \$150,000 to replace the SCBA System – breathing apparatus. Per Executive Order, the budget making authority (Board of Finance) can transfer funds without any special conditions as long as it doesn't exceed 1% of the total budget (approximately \$90,000 for Chaplin). A transfer that exceeds 1% can be made if the following conditions are met: the transfer is necessary to further the health and well-being of the town, the need to be done immediately without waiting for a town meeting to avoid financial impact and other findings that apply. The Board of Selectmen will present their findings of the conditions at their next meeting. The Board of Finance will present those findings at their June meeting and approve the transfer. This transfer will keep the Fund Balance in good shape.

b. Assign \$200,000 from the General Fund to address reduced tax collection, or increased expenditures, incurred as a result of the coronavirus pandemic:

Motion to assign \$200,000 from the General Fund Unassigned Fund Balance to address unknown impacts incurred as a result of the coronavirus pandemic, was made by Victor Boomer, seconded by Jean Lambert and carried unanimously.

- c. Assign \$500,000 from the General Fund for future transfer to the CIP Fund to repair/replace England and Bedlam Road bridges:**

The England Road Bridge would be done under federal funding (80/20). The Bedlam Road Bridge would be done under local funding with the state with a 50/50 match.

Motion to assign \$500,000 from the General Fund Unassigned Fund Balance for future transfer to the CIP Fund to repair/replace England and Bedlam Road bridges, was made by Link Diwan, seconded by Jean Lambert and carried unanimously.

9. OLD/NEW BUSINESS:

- a. Consider and act on funds transfers and budget line item additions/adjustments as requested:**

None

- b. Consider and act on revised Tax Collection budget for MV/MVS for FY 2019-20:**

A memo will be sent to the Tax Collector and Assessor regarding Motor Vehicle and Motor Vehicle Supplement. The budgeted amount for FY 2019-20 Motor Vehicle Supplement was approximately \$15,000 higher than the 2018 Grand List. The Motor Vehicle Supplement from the previous year was being used as an estimate due to the amount not determined until December of the fiscal year you are in the middle of. It was also discovered that the October 2018 Standard Motor Vehicle Assessment was approximately \$200,000 less than received from the Assessor.

- c. Review April 2020 Board of Education financial statements:**

The Board of Education financial statements (Budget vs Actual, Food Service and Education Grant Fund) were reviewed. As of May 19th, there is a projected surplus of \$35,000 - \$50,000. There are negotiations with transportation provider for a fair settlement of their current contract. The Cafeteria Fund is in the same position as it has been for the past few months. 20% of lunches are being made and distributed with the state reimbursing some of the costs. The Board should consider in the future how to resolve the deficit and establish as self-sustaining moving forward.

10. SECOND AUDIENCE FOR CITIZENS:

Bill Rose commended the Board of Finance and staff for all their hard work on the budget during these extenuating circumstances with remote meetings. Dick Weingart expressed gratitude with the team effort by the Board of Finance, Board of Selectmen, Board of Education and Town staff supporting the work.

11. AGENDA SUGGESTIONS FOR NEXT REGULAR/SPECIAL MEETING:

- a. BOF regular meeting agenda
- b. BOF Bylaws: first reading

12. TIME AND PLACE OF NEXT REGULAR/SPECIAL MEETINGS:

- a. Monday, June 8, 2020: Regular Meeting @ 7pm (Remote Dial In)

b. Monday, July 13, 2020: Regular Meeting @ 7pm (Remote Dial In)

13. Adjourn:

Motion to adjourn (8:27 PM) was made by Jean Lambert, seconded by Peter Haines and carried unanimously.

***Respectfully submitted by Kathleen Scott
Recording Clerk***



AD HOC BICENTENNIAL COMMITTEE

Annual Report FY 2020-21

The Ad Hoc Chaplin Bicentennial Committee has met monthly during this year to plan events that would engage townspeople in a variety of activities that focus on this 200th birthday. Most meetings were held remotely until June, 2021 when we resumed in person meetings. Members of the Committee are: Leslie Ricklin, Chair, Warren Church, Co-Chair, Dick Weingart, Treasurer, Anne Sicilian, Robert Grindle, William Rose, IV, and Julie Lindquist (who joined the Committee in November). One member, Kayse Pellegrino resigned in the spring.

A highlight of the fall was the planting of 26 native trees in Phase I of the Bicentennial Arboretum at Garrison Park. This occurred on October 24, 2020 and went very smoothly thanks to the efforts of Dave Stone, supervisor of the DPW and Chair of the Recreation Commission and volunteers. The fundraising goal for this phase was far exceeded with \$6,060. Phase II's goal for 2021 is \$7,750—but with additional mail-in donations, this amounted to \$7,660 so that we do not have to have an active fundraising project in 2021.

Other projects and topics pursued during this year were:

1. The reenactment of the first Town Meeting on July 4, 1822. A date was set for this to occur on July 2, 2022 at the Congregational Church. A director for the play was named: Sydney Dubitsky, a theater major at UConn. The Babcock Band will play afterwards at Garrison Park.
2. A commemorative calendar. Working with Gulemo printers and Victor Boomer, who provided the vintage photographs of Chaplin, we developed a 2022 calendar which includes dates for six historical Walks and six Talks throughout the year. Joshua's Trust is hosting three of these walks. A big, one day celebration has been planned with the Recreation Commission for September 10, 2022 and will include (but is not limited to) dedication of the Arboretum, a drone photograph of townspeople, music, and old-fashioned games.
3. In January, the Treasurer suggested adding a budget item to the agenda. The Committee asked the Treasurer to initialize paperwork in the CIP Plan for the Fireworks display in the amount of \$25,000. In March, he announced that an additional \$20,000 would be added to the 2022 budget.
4. Over the meetings during the spring and summer, discussion turned to issues related to finding sponsors for the play program, creating items for fundraising such as the calendar and t-shirts, and strategies for publicizing the Bicentennial. In June, Rusty Lanzit presented the committee with a booklet he has printed with photographs and descriptions of Chaplin St. houses. The Committee voted to authorize \$250.00 to print 100 booklets for fundraising purposes.
5. The Treasurer presented a plan for a procedure to pay for expenses for the Bicentennial and was approved.

Respectfully submitted,
Leslie Ricklin, Chair

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ASSESSORS OFFICE

Annual Report FY 2020-2021

The office of the Assessor is responsible for discovering, listing, and valuing taxable and exempt real estate and personal property within the corporate limits of the Town of Chaplin. We appraise real estate based on the market value and maintain a “property record card” on every parcel. State Statutes govern almost every function and responsibility of the Assessor’s Office and requires us to perform revaluations every five years.

Chaplin completed a town wide revaluation for the October 1, 2018 Grand List.

I am also responsible for assessing business Personal Property, registered and unregistered motor vehicles. Pursuant to State Statutes, motor vehicles are NOT based on their market value, but solely 100% of the average book value.

The 2020 Grand List indicates 1,237 real property accounts, 221 personal property accounts, and 2,565 registered motor vehicles.

Our office also implements exemption programs for the blind, disabled, elderly, veterans who served during wartime, and disabled veterans. The elderly and disabled programs are income qualified. For more information on exemption programs, you may contact me at (860) 455-0073x314 or (860) 465-3024. I can also be reached via email at assessor@chaplinct.org

Brief Financial Statement*	
Approved Budget	\$46,565
Additional Appropriations	\$XX.XX
Actual Expenditure	\$46,565

** These figures may not have been audited by the time of this publication.*

The 2020 Grand List decreased by 2% and compares as follows:

	<u>2019 Grand List</u>	<u>2020 Grand List</u>
Real Property:	125,378,470	125,968,260
Motor Vehicle:	17,560,900	18,594,520
Personal Property:	<u>71,181,900</u>	<u>65,307,410</u>
NET GRAND LIST TOTAL:	214,121,270	209,870,190

Respectfully Submitted,
 Chandler Rose
 CCMAII Assessor

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BOARD OF ASSESSMENT APPEALS Annual Report FY 2020-21

The Board of Assessment Appeals exists to assist residents with questions regarding assessments of their property and related exemptions, be they potential or claimed. FY 2020 represented a typical year in the Board’s function of hearing cases in the spring and fall. There were no milestones met aside from simply completing its duties, and the Board does not undertake its own projects but rather is responsive to residents’ concerns and questions. The related rules and regulations that guide the Board underwent no changes during the fiscal year; details on them can be found through the town website at <https://www.chaplinct.org/board.htm?id=rr52920s>. Note that vehicle assessments are based on the NADA Guides (<https://www.nadaguides.com/>) and not on other publications, such as the Kelley Blue Book. When making an appeal, please follow closely the form provided and provide as much information you are able. Doing so helps the Board in its deliberations, and lack of detail or relevant information can make it difficult or even impossible to grant an appeal.

The Board’s financial requirements are minimal, consisting primarily of costs related to posting of legal notices and sending of registered mail. Specifics for FY 2020-21 are provided below:

Brief Financial Statement*	
Approved Budget	\$310.00
Additional Appropriations	\$169.00
Actual Expenditure	\$479.00

** These figures may not have been audited by the time of this publication.*

As with all Town boards, committees and commissions, the Board of Assessment Appeals has had to contend with the challenges posed by COVID-19. Specifically, the Board had to offer both in-person and virtual options for meeting with appellants.

Respectfully submitted,

Brendan Kane (Chair/Board of Assessment Appeals)

Other Members:

Diana Alvarez

Matthew Foster

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CHAPLIN AND REGIONAL SCHOOL DISTRICT #11 PUBLIC SCHOOLS Annual Report FY 2020-21

There were no major milestones or projects that we achieved during the school year. We had no rules or regulations that the public should be aware of. Despite the challenges that COVID-19 offered towns and school districts, we did not have to request any additional funds during the school year. The school district completed the school year with a surplus due to sound financial practices employed by the Board of Education, Superintendent, Business Manager and Principal and their frequent, positive communication with the Board of Finance.

Brief Financial Statement*	
Approved Budget	\$3,837,595.00
Additional Appropriations	\$0.00
Actual Expenditure	\$3,798,647.00

** These figures may not have been audited by the time of this publication.*

Respectfully Submitted,
Kenneth V. Henrici
Superintendent

Members:

Dr. Jaclyn Chancey Board of Education Chairman
Eugen Boomer Board of Education Vice-Chairman
William Hooper Board of Education Member
Daniel Caron Board of Education Member
Jean Lambert Board of Education Member
Amy Ouimette Board of Education Member
Victor Boomer Board of Education Member
Laura Anderson Board of Education Member

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CHAPLIN BOARD OF FINANCE

Annual Report FY 2020-2021

The Chaplin Board of Finance operates under the authority of Connecticut General Statutes Chapter 106, Sections 7-340 to 7-349. The Board meets at the Chaplin Town Hall the second Monday of the month. If the second Monday is a holiday, a special meeting is scheduled. Additional special meetings are held as necessary. Members of the public are welcome to attend and provide input at board meetings.

This is a six (6) member board with three alternate members; officers are a Chair, Vice Chair, and Secretary. In 2020-2021, all seats were filled. A recording secretary is hired to take minutes, which are filed with the Town Clerk

The Board of Finance oversees Town finances, compiles annual budget requests, holds a Public Hearing on these requests, and formally presents a budget at the Annual Town Budget Meeting in May. During this second year of the ongoing Covid-19 pandemic, all regular and special meetings since May of 2020 through June of 2021 were held remotely.

Other duties include setting the mill rate, appointing an auditor, and compiling and publishing the Town's Annual Report. Members of the board are volunteers elected by the Chaplin townspeople and receive no compensation for their activities on the board.

This report is divided into three parts: (1) an overview of Chaplin's budgetary performance; (2) a Table showing Board of Finance's financial operations; and (3) comments on the Town's audit results.

The Town of Chaplin's Audited General Fund Budget:

For FY 2020-2021, the Board of Finance, due to emergency COVID protocols in effect at the time, presented the budget at a remote Budget Public Hearing on May 11, 2020 and approved the final budget at a remote Budget Approval Special Meeting on May 26, 2020. The budget thus approved contained approved Expenditures of \$8,883,373 and estimated Revenues of \$9,060,432, with an estimated surplus of \$177,059. The mill rate was set at 32.50 mills.

Actual budget performance for the year can be seen in the table below. Revenues for the year came in at \$9,416,027, exceeding expectations by \$373,595. Actual expenses for the year were \$9,206,684, some \$96,138 below final appropriations (additional appropriations of \$415,000 were made throughout the year). The budgetary surplus of \$209,343 has been added to the Town's Unassigned Fund Balance.

**Table 4
General Fund - Budget Summary**

Revenues	Final Budget	Actual	Variance
Property Taxes	6,975,403	7,075,341	\$ 99,938
Reimbursements in Lieu of taxes	140,434	140,578	144
Intergovernmental -Operations	195,932	239,734	43,802
Intergovernmental -Education	1,646,748	1,681,515	34,767
Receipts for Town Services	53,165	87,908	34,743
Other Funds	30,750	190,951	160,201
Total Revenues	9,042,432	9,416,027	373,595
Expenditures			
General Government	2,075,363	2,016,389	(58,974)
Education	6,420,396	6,383,232	(37,164)
Debt Service	9,369	9,369	-
Transfer to Capital Improvement Program	797,694	797,694	-
	9,302,822	9,206,684	(96,138)
Excess (Deficiencies) of Revenues Over Expenditures	\$ (260,390)	\$ 209,343	\$ 469,733

Significant variances are summarized as follows:

- Tax Collections in the fund financial statements do not included monies collected from the State of Connecticut. Instead, they are included as intergovernmental revenues where they are budgeted. These State payments are included in total property taxes in the Government-wide statements because they are directly related to the assessments of taxes on the property.
- Tax collections are generally analyzed by percentages. The most common is the percentage of taxes collected in the current year compared to the current year levy. This would indicate what percentage of taxpayers paid their taxes in the year in which they were due. The Town collected 98.6% of the current year tax levy during the year. This is slightly more than the budgeted collection rate of 97.75%. The Town collected \$97,736 more than budgeted in property taxes, \$18,646 less than budgeted for back tax collections and \$24,427 more than budgeted in interest and lien. Total property taxes were \$99,938 over budget.
- General Government expenditures and Education Expenditures were \$60,836 and \$37,164 respectively, under budget. For further details, see the Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual.

Brief Financial Statement*	
Approved Budget	\$26,841.25
Additional Appropriations	\$XX.XX
Actual Expenditure See Audit p52	\$25,751

* These figures may not have been audited by the time of this publication.

Town of Chaplin FY 2020-21 Audit Results:

Per §4230 and §4236 of Connecticut General Statutes, The Town of Chaplin as a recipient of state funds must complete a town audit. The audit for FY 2020-2021 was performed by Offerdahl Emerson & Company, LLC, and was completed on December 2, 2021

Statement of Audit Findings

The final audit report contained no adverse findings. Furthermore, the following statements were contained in the report:

“We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Chaplin, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Town’s basic financial statements as listed in the table of contents.” (See Independent Auditors’ Report, p. 4)

“In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Chaplin, State of Connecticut, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.” (See Independent Auditor’s Report, p. 5).

Respectfully Submitted,

Richard G. Weingart, Chairperson

Other Board Members:

Vice Chairperson: Linkesh Diwan

Secretary: Linda Caron

Members:

Jean Lambert

Doug Dubitsky

Victor Boomer

Alternate Members:

Matthew Foster

William Jenkins

Peter Haines

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BOARD OF SELECTMEN Annual Report FY 2020-2021

The Board of Selectmen hold regular meetings on the first Thursday of the month at 7PM at the Town Hall. The typical agenda includes addressing resignations, appointments, tax refunds, reviewing the Resident State Trooper report, hearing a report from the Board of Finance Chair, updates on buildings and infrastructure, and holding an audience for citizens at the beginning and end of the meeting. The Board may approve, and sign contracts as needed for services like mowing and trash collection. Ongoing Capital projects are reviewed, and updated progress report is given by First Selectmen.

- Road resurfacing projects throughout the town included Natchaug Street being reclaimed, graded and then asphalt paved. There was various shimming to Chappell Street, Halls Pond Road as well as Bedlam Road. Other road projects included the shimming and complete asphalt overlay of North Bedlam Road from the intersection of Bedlam Road and concluding at the intersection of Palmer Road
- With the epidemic of dead trees continuing along town roadsides the DPW rented a bucket truck for three months. With the use of the bucket truck in a budget saving measure the DPW handled a great deal of the tree trimming and tree removal in lieu of using a contractor at a much higher cost to the town.
- The Small Town Economic Assistance Program grants were made available for 2020 and the Town applied for and was granted \$70,000 to install an electronic programmable message board in front of the Chaplin Firehouse to post news, events and public safety messages for the town. This was a matching grant this year with the town's share to be \$10,000 above and beyond the award of \$70,000.
- The Town hall kitchen was remodeled with new cabinets, counters, sink and appliances replacing a hodgepodge of items and energy efficient appliances dating back to the 1970's.
- A federal bridge grant that was applied for several years ago for the replacement of the England Road bridge over the Natchaug River was awarded. The surveying, rights of way and preliminary design process was done. The BOS chose to use a new design management program implemented by CTDOT to speed the bridge replacement process. This involves CTDOT hiring the engineering firm to design the bridge instead of the town going through the process of going out to bid themselves to hire the engineering firm.
- A request for bid proposals for the asphalt paving of the Town Hall parking lot was awarded to Pine Croft paving contractors as the low qualified bidder. All of the existing pavement was removed and replaced.
- The Town Emergency Medical Plan was updated. The plan includes how emergency services are provided to the town including but not limited to designated paramedic and ambulance services as well a mutual aid agreement that is in place with surrounding towns.

- The Town's EOC or emergency command center move from the town hall to the Firehouse was completed. This involved moving and acquiring numerous items essential to emergency operation including pouring concrete for a new antenna mast and installing antennas, a weather station, and radios. Once the new equipment was installed and operational the State of Ct emergency management department was then notified of the new location.
- The Town in conjunction with the Chaplin Church food bank participated in the Federally funded "Farm to Families" food box program. The town picked up and distributed over 3,500 food boxes over a period of several months for local families in need due to the hardships created by the Covid pandemic.
- The BOS renegotiated an existing lease on three problematic copiers to be replaced by new ones. Two of the machines are for town hall and one for the Senior Center.
- Improvements to the North Bear and Rt 198 intersection were proposed to eliminate the "Y" shape and replace it with a single straight road intersection. This will improve site line visibility and with it make it safer to enter and exit North Bear Hill and state road Rt. 198/Phoenixville Road.
- New split HVAC systems were installed in both the Town Clerk's vault and in the Joseph Ferrara community center. The funding for these units was partially provided for through a Eversource Energy conservation grant program with the balance being financed through the energy savings with the new equipment.
- Preparation for sale of the Wm Ross library building was accomplished by a public hearing and approval by the Historic District commission for the driveway then the merger of two adjacent town owned parcels into one, granting an easement from the town for a leaching field, percolation tests and an A-2 survey showing the boundaries, septic system, well and driveway. The property will be offered for sale in the fall of 2021.
- An Ordinance was created merging the Wetlands and Conservation Commissions because of challenges of recruiting and maintaining members of the conservation commission.
- An Ordinance changing the Method of Selection for Members of the Recreation Commission from Election by Town Meeting to Appointment by the Board of Selectmen so that vacancies may be filled in a timelier fashion instead of waiting for a town meeting.
- Several years ago, the Board of Selectmen applied for a grant through the local bridge program to replace the Bedlam Road bridge over Stone House brook. The grant from the local bridge program was awarded but this is a 50/50 grant award up to \$943,000. Town funding has yet to be secured.

*Respectfully Submitted,
William H. Rose IV
First Selectmen*

*Other Members:
Anthony Pinto, Selectman
Kenneth Fortier, Selectman*



Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Phone: (860) 455-0073; Fax: (860) 455-0027

www.ChaplinCT.org

Town of Chapin Building Department Annual Report FY 2020-21

The Building Official is responsible for administering the state building code. The Town has contracted with the Town of Windham to perform building official duties. This has allowed the Town to take advantage of a full time official and has provided more options for obtaining permits and scheduling inspections.

Permit fees that are collected for projects in Chaplin are retained by the Town.

Total fees collected by the Town for FY 2020-21 are \$20,781.00

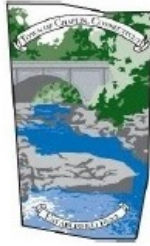
Financial Statement	
Approved Budget	23,165.45
Additional Appropriations	0
Actual Expenditure	20,490.90

** These figures may not have been audited by the time of this publication.*

Building Department activity has remained consistent with previous years. There has not been a measurable impact due to the pandemic.

Respectfully Submitted,
Joseph D. Smith
Building Official

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CHAPLIN ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION Annual Report FY 2020-21

This Commission is appointed by and advisory to the Board of Selectmen and has six regular members and three alternates. Regular members; I. Schein, Chair; L. Ricklin; V. Siege; A. Chuk; A. Lewis; A. Kalisher, alternates J. Walmsley, Wm. Rose IV, and one vacancy.

The Commission meets the second Wednesday of the month at six thirty P.M., and the mission according to the ordinance establishing the Commission in 2010, and in accordance with State Statute 7-136, is to research economic conditions and trends and make recommendations for action to improve such conditions, as well as encourage and initiate more community involvement and activities.

Many meetings during this time period were conducted virtually.

The Commission has been charged with several strategies in the Town Plan of Conservation and Development, (in the process of being updated), to conduct research and provide advisory support to the Board of Selectmen in bringing the vision in the Plan to fruition. The Commission also revised and updated some sections of the Plan.

Some notable charges include promoting home-based businesses compatible with the Town's rural/residential character and support of the farming community. We have reached out to farmers and have promoted their activities on our Facebook page as well as provided a letter about a farm to help them to acquire grant. A farmer's market has been in discussion and will need more support to create. Installation of WELCOME TO CHAPLIN signs, as well as other signs to denote areas of historic or natural significance are mentioned and our Commission has requested signs, especially with the Bicentennial coming up.

Consideration of tourism and agribusiness as an opportunity for economic development, designation of Rt. 198 as a scenic route, consideration of the needs of pedestrians and bicyclists in the review of development, and instituting traffic calming along Rt. 6 to allow for this are mentioned in the Plan. The Plan also suggest creation of pedestrian linkages within the municipal core including Garrison Park, Town Hall, Library and Senior Center.

Studying the need for senior Housing is on our radar and we have conducted a survey and held discussion groups with seniors to learn of their needs regarding affordable housing. We have also been in discussions about location, funding, and options and are involved in working on the Town's Affordable Housing Plan which will hopefully move this along.

We have also continued to work with Sustainable Ct. to educate and promote practices in Town to reduce waste, create pollinator pathways and network with other Town agencies to promote energy

savings, encourage more community participation, especially for underserved populations, and working on bringing local artisans together for more art and cultural events to attract tourists to Town.

Our Facebook presence, sharing on the Town newsletter and providing literature at events are ways we reach out to the community.

APPROVED BUDGET	\$530.00
ADDITIONAL APPROPRIATIONS	\$00
ACTUAL EXPENDITURE	\$00

Irene Schein
Chair, Economic and Community Development Commission

Regular members; L. Ricklin; V. Siege; A. Chuk; A. Lewis; A. Kalisher, alternates J. Walmsley, Wm. Rose IV, and one vacancy.



EMERGENCY PREPAREDNESS Annual Report FY 2020-21

As a brief overview this state is broken up into five regions. Chaplin is in Region 4, one of forty-two towns and two tribal nations. Our region receives grants that are approved by CEOs and tribal leaders. These grants overlap into the following years.

July 2020 –June 2021

Zoom meetings through these months: RESP, REPT, DP/H, ESF-5North, Emergency Management, DEMHS, Public Communications, WebEOC

Other zoom meetings: ESF-4, EMD Annual

Training Classes: Global SDS & Hazardous Communications; Pipeline Safety; 8Call Portable Radios; Confined Spaces

Weekly Governor's Call – receiving current COVID statistics and information

As EMD I kept in contact with local businesses providing information on placing their COVID PPE supplies with the state. I picked up PPE supplies in Killingly weekly and delivered them to the appropriate businesses, town facilities, schools, and the fire department. WebEOC zoom meetings (Training on Response Requests) were helpful in obtaining PPE supplies.

Along with several of Chaplin/Hampton CERT members, the 1st Selectman, and several Chaplin volunteers, we assisted the Chaplin Congregational Church with the Farmers to Families Food Box Program. This process involved picking up, delivering, and distributing over 5,000 boxes of food to citizens of Chaplin and surrounding towns as well as food pantries in the months of September through May. The distribution PODS (points of distributions) were the Chaplin Congregational Church and the Chaplin Fire Department.

This year a 40-foot tower mast was installed at the CVFD. This mast has a state frequency antenna, fire antenna, 2 ham radio antennas, a scanner antenna, and a weather station attached. Also, a pulley system has been attached for special antenna wire. Another pulley system was attached to the training pole wire across from the mast. The cost of the mast, the antennas and its installment were \$17, 343. 95 (This amount was grant funds accumulated over six years). The grant funds come from the Emergency Management Director participating in this EMPG program throughout the year(s). The mast was erected and installed by Marcus Radio. Others involved were Made & Form Concrete, EMD, Deputy EMD, Communications Officer, 1st Selectman, J&S Radio, and D/PW.

This year I purchased a Mavic2 Drone Combo with insurance for \$2,665.70. This cost came out of EMPG funds. This Drone project has been on the back burner for years. The intent is to have team members become trained in its operations and appropriate procedures. This drone's purpose is to be eventually used for emergency services. I've been in communications with the Deputy Fire Chief EMD in Colchester. He has shared their policies and guidelines used for their drone program with me. This project has many processes and procedures to be addressed. I've attended a Drone Class CFA9 in Litchfield. Drone operations and procedures were discussed, and a drone demonstration was given. I've spoken to a Drone attorney on the legalities. I am currently working on setting up a class: Registration and certification under Part 107 which enables one to fly an unmanned aircraft/drone for a business, employer, government agency, etc.

I contacted a CES teacher about continuing with the STEP-5 Program – Student Tools for Emergency Planning. She said the students enjoy the program, so I contacted the DEMHS trainer and ordered 30 kits. I picked them up at Brainard Airport and delivered them to CES.

APPROVED BUDGET \$8,266.94

ADDITIONAL EXPENDITURE XXXX-XX

ACTUAL EXPENDITURE \$4,758.70

I'd like to thank all the CVFD and CERT members, Rick Nichols, Chaplin Public Works, Deputies EMD Will Hooper and Cale Audette, First Selectman Bill Rose IV, Suzanne Krodel and Dave Bellman for their assistance. I would like to thank Valerie Garrison who pays my EMD bills and works with me on the line items within the Emergency Management Performance Grant and Sheila Randall for clerical work.

*Respectfully submitted,
Jim Randall
Emergency Management Director*



FIRE MARSHAL Annual Report FY 2020-21

This year the Fire Marshal's Office has continued to deal with the impact of coronavirus (COVID 19) with conducting inspections, attending to citizen complaints and investigating fires under strict restrictions that were keeping our staff safe.

The fire department purchased Emergency Reporting software for tracking all their incidents. This has been instrumental for our office by giving us direct access to information dealing with fires and hazardous materials incidents. This information is Federal, State mandated reporting and submissions are required quarterly, our office has finally become compliant because of this updated software.

It has been three years since our office has been working with Parish Hill to create a safer environment for students and staff. With the help of the Maintenance Director, the District Superintendent, and the Board of Education, we were able to implement a plan to correct the violations of the fire suppression and alarm system.

Fiscal year 2020-2021 expenditures consisted of salaries, continuing education fees and mileage reimbursements.

Brief Financial Statement*	
Approved Budget	\$9,639.88
Additional Appropriations	\$00.00
Actual Expenditure	\$9,639.88

* At the time of publication, the audit was incomplete, and the figures are reflecting such.

Respectfully Submitted,

Bud Meyers

Fire Marshal

Chris Bray

Chris Bellantone

Deputy Fire Marshal's

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CHAPLIN HISTORIC DISTRICT COMMISSION Annual Report FY 2020-21

Established in 1974, the Chaplin Historic District Commission oversees architectural changes to the properties and their structures situated in the district. Properties are located on Chaplin St., Phoenixville Rd. and Tower Hill Rd. the oldest of which dates to c. 1800.

Historic District residents planning changes to their buildings or grounds are urged to contact the Chairman of the Commission with any questions. The HDC regulations and a Q & A section are available on the Town website.

During the 2020-2021 reporting period, the HDC held one regular business meeting and one special business meeting with a public hearing.

At the annual HDC meeting in September, Paul Peifer was elected Chairman, Warren Church was elected Vice-Chairman and Diane Cox was elected Secretary to serve one-year terms as officers. The regular meeting schedule was also set. Of our FY 2020-2021 \$747.18 budget; \$106.90 was spent on Legal Notices and \$69.72 was spent on Clerical Hire.

HDC regular meetings are scheduled four times a year. Special meetings may be called as necessary. Meetings are held in the Chaplin Library conference room. Regular business meetings follow public hearings, dates, and times for which are published in the Willimantic Chronicle and posted at the Chaplin Town Hall.

Respectfully Submitted

Paul Peifer
Chairman, Chaplin HDC

Regular Members:
Warren Church, Vice-chairman
Diane Cox, Secretary
Jean Givens, Regular Member
Cathy Smith, Regular Member

Alternate Members:
Leslie Ricklin, Alternate Member
Carl Lindquist, Alternate Member
Paul Siege, Alternate Member

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CHAPLIN INLAND WETLANDS AND CONSERVATION COMMISSION ANNUAL REPORT FY 2020-2021

The Inland Wetlands and Conservation Commission is charged by the Connecticut General Statutes, section 22a-36 through 22a-45 to regulate in or near wetlands and/or watercourses in the Town of Chaplin for the purposes of protecting Chaplin’s natural resources. The Commission discharges this obligation by provisions set forth in the Town of Chaplin Inland Wetlands and Watercourses regulations. These regulations require all landowners and their agents who propose any activity within 100’ of a wetland or watercourse or within 200’ of the high-water mark of the Natchaug River to contact the Wetlands agent, Joe Theroux at 455-0073, for a determination on whether this activity should go before the Commission for a permit. These activities may include, but not be limited to, cutting trees, removal or depositing of material and/or soil, disturbance of the natural drainage, erection of buildings and grading of soil.

Commission Activities

Applications received-	6
Permits issued-	5
Permits denied-	1
Permitted uses as of right-	0
Violations-	1
Public Hearings-	0

Most of our budget goes toward staff salaries, with the remainder going toward office expenses, state mandated legal notices, and other housekeeping items. Professional Technical Assistance expenses can include attorney’s fees and engineer’s fees for peer review. The town is reimbursed for any peer review expenses through application fees. The Wetlands Agent maintains weekly hours for public assistance and averages between two and six site inspections per week for complaints, inspections for Zoning signoffs, various road drainage issues, compliance inspections for approved wetlands/zoning applications, and issuing agent approved applications: as well as patrolling the town for any wetland violations.

A town ordinance was passed combining the Inland Wetlands and Conservation Commissions. The Conservation Commission is advisory regarding the natural resources and open space land use in town. Compiling a natural resource inventory, overseeing Chaplin’s open space, organizing Chaplin Clean-up Day, and providing educational programs are among our duties.

Brief Financial Statement*	
Approved Budget	\$17,583.21
Additional Appropriations	\$0
Actual Expenditure	\$16,211.13

** These figures may not have been audited by the time of this publication.*

*Respectfully submitted,
Scott Matthies, Chairman*

*Members: Pete Kegler, Paul Deveny, Michael Jenkins, Doug Cates, Deb Field- alternate,
Virginia Walton-alternate, Vacancy- alternate*

*Joe Theroux- Agent
Sue Krodel- Clerk*



LIBRARY BOARD OF TRUSTEES

Annual Report FY 2020-21

The Chaplin Public Library provides the community with a variety of services, materials, resources, and programs. Materials include books, magazines, DVDs, and audiobooks. The library also offers free access to eBooks and audiobooks available through the digital lending library, Overdrive. In addition, free or discount passes to aquariums, state parks, and museums, such as the Atheneum and the CT Science Center, are available to all library patrons. Patrons have access to three public computers, a printer, a scanner, faxing, and Wi-Fi, as well as an early literacy station for children with educational programs and games. Programs for all ages are scheduled throughout the year, and the meeting room is also available for use by Chaplin residents during library hours. Under the Board of Directors' review and direction, the Library Director serves as the administrative officer of the library and oversees use of the meeting room.

Due to the pandemic, the library began the fiscal year 2020-2021 with the building still closed to the public. Although the library building was closed, curbside service, electronic materials, and virtual events were still available to patrons. On August 10th, 2020, the library reopened its doors while continuing to offer curbside service, outdoor programs, and virtual programs for both adults and children. The Wednesday Preschool Playgroup, which includes a story, related craft, and playtime for toddlers, began again in a slightly modified form as an outdoor Story Time with a craft at Garrison Pavilion. The library still provided a Summer Reading Program with both outdoor and virtual events. Children were able to pick up activities and prizes at the curbside window.

For adult patrons, the library continued participation in virtual versions of the CT Authors Trail and Quiet Corner Reads, and virtual versions of the Cookbook Club and Chaplin Ukulele Band. A monthly virtual Teatime Book Chat also continued. Popular Zoom events included a program on black bears, programs by the Connecticut Historical Museum on the Witches of CT and Mark Twain, and a musical program by state historian Walter Woodward on Robert Frost.

In November of 2020, the library board formed an ad-hoc Poet Laureate Committee with Adele Swart (Chair), Jeanette Haines, and Diane Cox. This committee was tasked with choosing Chaplin's first Poet Laureate, a position to use poetry to celebrate the history, natural beauty, and culture of Chaplin. Applicants submitted poems throughout the spring. In May, Chaplin resident Adelaide Northrop was selected as the Poet Laureate and Susan Powers received an Honorable Mention.

On June 15th, 2021, a tent, funded by a COVID-19 town grant, was put up on the Senior Center lawn to be used for summer 2021 outdoor events for the library and senior center. Beginning with the Nickelodeon Barbershop Quartet on June 21st, this tent has provided shade and shelter for many lovely outdoor events for both seniors and library patrons.

Due to the pandemic, circulation was lower than in pre-pandemic times. It is difficult to provide an accurate number of how many patrons used the additional electronic resources because data is only available from Overdrive eBooks and audiobooks, but the available count is 1,034 eBooks and audiobooks. Despite the COVID-19 building restrictions throughout the year, there were 2,343 patron visits and 137 curbside visits, with 4,609 books and DVDs checked out.

Thanks to an Everybody Learns Grant for libraries, the library received a grant for \$21,371.00 to be used to safely get patrons back into the building. A large portion of this grant was used to purchase new touchless front doors for the library. These beautiful doors are also fully handicap accessible and much easier to open than our previous doors. The remaining grant money was used for a heavy-duty air scrubber and a new upgrade for our Wi-Fi to improve speeds and internet stability.

The Library Director also applied to have the Chaplin Public Library participate in the free public Wi-Fi initiative as part of Governor Lamont’s Everyone Learns Initiative. This project brought a free five-year outdoor access point to make the Library and Senior Center Parking lot all the way to state trooper office a town hotspot, with Wi-Fi available for free 24 hours a day.

Fiscally, the library’s budget ended up underbudget with \$3,096.50 remaining. The largest items underbudget were electricity with \$2,827.95. The solar panel payments are still hard to predict for the upcoming budget year.

Brief Financial Statement	
Approved Budget	\$84,457.03
Additional Appropriations	\$0
Actual Expenditure	\$81,378.25

Respectfully Submitted,

Sandra Horning, Library Director

Victor Boomer, Chairman

Leslie Ricklin, Vice-Chairman

Jeanette Haines, Member

Diane Cox, Member

Adele Swart, Member

William Jenkins, Member





CHAPLIN PLANNING & ZONING COMMISSION

Annual Report FY 2020-21

The following is the Annual Report for the Town of Chaplin Planning & Zoning Commission, for business conducted during the 2020-2021 Fiscal Year. The information provided herein was tabulated by review of all meeting agendas, minutes, applications, permits, reports and other records of business conducted by the Chaplin Planning & Zoning Commission and its authorized agent during the 2020-2021 Fiscal Year (July 1, 2020 through June 30, 2021).

Introduction

The Chaplin Planning & Zoning Commission is enabled by the Connecticut General Statutes (CGS), Chapters 124 & 126 and is guided by CGS Section 8, to oversee all aspects of land use, including the regulation, development, conservation and subdivision of land within the limits of the Town of Chaplin, to ensure the continued protection of the health, safety & welfare of Chaplin's residents & businesses. The Commission exercises this authority through the established provisions and procedures set forth in the Chaplin Zoning Regulations, the Chaplin Subdivision Regulations, and the Chaplin Zoning Violation Enforcement Ordinance. In addition to the aforementioned regulatory documents, the Commission utilizes the adopted 2010 Chaplin Plan of Conservation & Development (POCD) as a guide for the decision-making process of land use applications. The 2010 POCD also identifies several long-term & short-term goals for the Planning & Zoning Commission and provides direction how to obtain and/or complete these goals.

Conducted Business

During the 2020-2021 Fiscal Year, The Chaplin Planning & Zoning Commission held eleven (11) regularly scheduled meetings, five (5) public hearings and cancelled one (1) regular meeting. The Commission reviewed and/or acted on six (6) special permit applications, three (3) CGS 8-24 referrals and two (2) unique zoning permits. Additionally, the Planning & Zoning Commission conducted two (2) preliminary, pre-application reviews at the request of applicants

The Chaplin Planning and Zoning Commission's authorized agent, Mr. Jay Gigliotti, Zoning Enforcement Officer, administratively issued twenty-two (22) zoning permits for regulated construction activities; Three (3) new single family residences, one (1) pool, seven (7) accessory buildings, one (1) deck, three (3) garage/barns, four (4) additions, two (2) use permits and one (1) sign permit. In addition, Mr. Gigliotti was able to certify the correct installation and construction of two (2) driveway aprons and also two (2) construction/ tracking pad entrances.

Mr. Gigliotti conducted sixty-five (65) inspections related to previously issued zoning permits, twenty-five (25) inspections relating to driveway permits and/or drainage related issues, twenty-six (26) on site meetings with applicants, residents and/or property owners, ten (10) inspections for requested zoning compliance and sixty-seven (67) inspections/ investigations relating to zoning enforcement in the Fiscal Year 2020-2021. As Chaplin's Zoning Agent, Mr. Gigliotti also provides technical support and assistance for the Chaplin

Historic District Commission and the Chaplin Zoning Board of Appeals and any necessary Town Planning.

Covid-19

The continuing Covid-19 pandemic occurred throughout the 2020-2021 Fiscal Year. The Planning & Zoning Commission has been able to sufficiently adapt to the challenges brought on by Covid-19 and continue to conduct business. Meetings were held in the Senior Center where appropriate safety measures could be implemented. All Planning & Zoning Commission meetings were offered virtually through the use of GoTo Virtual Meetings. Nearly every meeting had one or more individuals/commission members participating virtually. The State mandated the posting of plans and other application materials to the Town website, which proved to be effective in providing the public access to these documents. The Zoning Enforcement Officer has also had to adapt how business was conducted. Frequently this resulted in meeting with the public outside the town hall and outside normal business hours. Email became even more important as many people have opted to conduct business in this manner rather than in person. The Town Hall reopened to the public in May of 2021 and while some public visit in person, staff has found the majority of contact with the public is done through electronic means.

Revisions to Chaplin Zoning Regulations

The Planning & Zoning Commission has continued work on revisions to the Zoning Regulations, working with town administration, other boards/ commissions, residents, contractors and other interested parties to identify which revisions should occur. In the 2020-2021 fiscal year, the Chaplin Planning & Zoning Commission completed and adopted revisions of the regulations relating to, among others, agriculture, a primary objective identified in the 2010 POCD. The POCD offers suggested revisions for a number of sections in the zoning regulations, in addition to agriculture. The commission will continue to work through the regulations and making revisions that are consistent with the 2010 and 2021 POCD.

Zoning Enforcement Ordinance

The Zoning Enforcement Ordinance has been fully implemented since its adoption in 2012. The Planning & Zoning Commission has had success in achieving compliance with the zoning regulations, however, several properties remain non-compliant and are accumulating fines. Zoning enforcement matters frequently relate to signage, construction, illegal business activities, accumulated junk and unregistered motor vehicles.

Chaplin Plan of Conservation & Development

Work to update the Town's 2010 POCD occurred in the 2020-2021 Fiscal Year. The State of Connecticut requires all municipalities to revise their POCDs once every ten (10) years. The Town of Chaplin Planning & Zoning Commission began the work to update the POCD by utilizing consulting services from the Northeast Council of Governments. A number of regular meetings and several special meetings were utilized to work on the update. It is anticipated the updated POCD will be completed and adopted in the 2021-2022 Fiscal Year.

Brief Financial Statement

The Planning and Zoning Commission has an operation budget of approx. \$26,000 facilitating the employment of one (1) part-time zoning enforcement officer and a meeting recording clerk. Aside from the clerk and the Zoning Enforcement Officer’s compensation, the Planning and Zoning Commission budget has line items for advertising, postage, mileage, and office supplies.

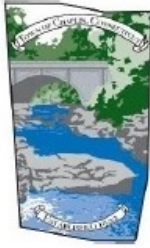
Approved Budget	\$26,234.06
Additional Appropriations	\$629.00
Actual Expenditures	\$26,863.06

*Respectfully Submitted,
Doug Dubitsky, Chairman*

Planning & Zoning Commission Members and Staff

- | | |
|---|--|
| <i>Doug Dubitsky- Chairman</i> | <i>Bill Ireland- Alternate</i> |
| <i>Pietro Fiasconaro-Vice –Chairman</i> | <i>Peter Haines- Alternate</i> |
| <i>Eric Beer- Regular Member</i> | <i>Daniel Pearce- Alternate</i> |
| <i>Randy Godaire-Regular Member</i> | <i>Jay Gigliotti- Zoning Enforcement Officer</i> |
| <i>Dave Garceau -Regular Member</i> | <i>Kathy Scott- Recording Clerk</i> |
| <i>Ken Fortier -Regular Member</i> | |
| <i>Helen Weingart- Regular Member</i> | |

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CHAPLIN RECREATION COMMISSION Annual Report FY 2020-21

The COVID-19 Pandemic brought several challenges to not only our sports but to all activities as well. Unfortunately, we were forced to cancel our most popular program, youth Basketball. We were, however, able to provide a small clinic to Chaplin residents only which helped our players continue with their goals of growth and recreation. Many activities were cancelled due to the pandemic. However, where there were hardships, we found opportunity! We started the first annual “COVID safe” Halloween drive thru at the park. Over 200 people drove the half mile track, Halloween night through a series of ghoulish displays and it was a hit! We plan to make this an annual event.

The ice rink was installed and received a fair amount of use although ice conditions were poor this winter.

The disc golf course continues to attract hundreds of players monthly with good reviews from all.

We were able to run COVID modified baseball and soccer programs as well. The TeeBall program run by Treasurer Monica Arbo was the best, most organized TeeBall program we’ve provided in several years.

Quarterly Cornhole leagues were quite popular and provided a great way for adults to unwind.

Come out to the park, the grass is green, the fish bite, and it’s yours Chaplin! Use of the pavilion is offered at a first come, first served basis. No reservations other than town sanctioned events which take precedence. Please also enjoy our new Arboretum!

Brief Financial Statement*	
Approved Budget	\$15,888
Additional Appropriations	\$0
Actual Expenditure	\$15,707.20

** These figures may not have been audited by the time of this publication.*

*Respectfully Submitted,
David Stone
Chairman Chaplin Recreation Commission*

Other Members: Vice Chairperson – Amelia Nelson, Secretary – Chris Blair, Treasurer – Monica Arbo, Members: Josh Walmsley, Josh Woodward, Russ Jondreau, Clayton Coogan, Matt Foster, Shannon Hammond

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Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Phone: (860) 455-0073; Fax: (860) 455-0027

www.ChaplinCT.org

REGISTRAR OF VOTERS Annual Report FY 2020-2021

Registrar Responsibilities

The Office of the Registrar of Voters in the State of Connecticut is a position governed by the Connecticut General Statutes and financially supported by the municipality in which the Registrar serve. Registrars work closely with the Office of the Secretary of the State developing methods and procedures to ensure the voting rights of citizens and administering all elections based on

current election laws (i.e., Federal, Municipal, Primaries, and Referenda). It is the responsibility of the

Registrar of both parties to ensure fair and equitable implementation of all laws.

Duties of the Registrar include:

- Receiving and processing all voter registration applications
- Keeping voter registry lists current
- Preparing and maintaining lists of active and inactive voters
- Conducting canvasses
- Scheduling and conducting registration sessions
- Preparing for and conducting elections.

Primaries: There was one Presidential Preference Primary for each party in fiscal year 2020-2021.

August 11, 2020, Republican Presidential Preference Primary: 475 voters on the Republican enrollment list, 89 voting by tabulator, 20 by absentee ballot, totaling 109 voting turnouts with a percentage of 23%.

August 11, 2020, Democratic Presidential Preference Primary: 438 voters on the Democratic enrollment list, 64 voting by tabulator, 95 by absentee ballot, totaling 159 voting turnouts with a percentage of 37%.

Elections: November 3, 2020, State and Presidential Election and Municipal Registrar of Voters: 1578 voters on enrollment list, 1002 voting by tabulator, 279 by absentee ballot, totaling 1281 voting turnouts with a percentage of 81%.

Referendums: There were three referendums held in fiscal year 2020-2021.

May 4, 2021 – Regional District Annual Budget: 1598 voters on the enrollment list, 123 voting by tabulator, zero by absentee ballot, zero taxpayer from the Grand List totaling 123 voting turnout with a percentage of 7.6%. Results were 79 yes, 44 no.

June 2, 2021 – Second Regional District Annual Budget: 1572 voters on the enrollment list, 161 voting by tabulator, 1 by absentee ballot, zero taxpayer from the Grand List totaling 162 voting turnout with a percentage of 10.3%. Results were 127 yes, 33 no.

June 15, 2021 – General Government Annual Budget: 1572 voters on the enrollment list, 104 voting by tabulator, 1 by absentee ballot, zero taxpayer from the Grand List totaling 105 voting turnout with a percentage of 6.6%. First question results were 94 yes, 10 no. Second question results were 76 yes, 26 no.

Republican registrar, Eugene Boomer has continued to take required courses to maintain his registrar of voter’s certification. Democratic registrar, Ann Lewis completed four of eight courses necessary to obtain certified registrar of voter’s status. Both registrars completed courses offered by the Secretary of the State Office on cyber security as well as participating in numerous conference calls concerning new election procedures.

Brief Financial Statement*	
Approved Budget	\$23,058
Additional Appropriations	\$884
Actual Expenditure	\$23,942

** These figures may not have been audited by the time of this publication.*

Respectfully Submitted,
Eugene Boomer, Republican Registrar
Stacy Foster, Republican Deputy Registrar
Vacancy – Democratic Registrar
Vacancy – Democratic Deputy Registrar



CHAPLIN SENIOR CENTER BOARD OF DIRECTORS Annual Report FY 2020-21

The Senior Center is open Monday – Wednesday 9:00am-2:00pm and Thursday 8:00am-2:00pm. The mission of the Senior Center is to enrich the lives of our Senior Community through friendship, educational, cultural, physical, and social needs. The Senior Center provides programs and services to members 50 years of age and older.

Director: Lisa Kegler

Municipal Agent for the Elderly: Ann Lewis

Board of Directors: Irene Schein-Chair, Ann Lewis-Vice Chair, Catherine Dietrichsen, Ellen Gillon, Carl Linkkila, Shirley Rakos, Walter Zlotnick, Dawn Gilbert, Jeanette Haines, Robin Hoagland and Crystal Gebhard.

The Center was closed most of this year due to Covid-19, but we still had a successful year, and our membership continues to grow. We currently have 345 registered members. We were able to offer many programs via Zoom, such as exercise classes twice a week, Yoga and Tai Chi once a week along with craft classes on Zoom twice a month. We started a Saturday morning walking club in April, which has been very popular and gives some of our members the opportunity to get together safely outside and visit while getting some exercise.

Our weekly curbside pickup lunches every Monday and Wednesday have been extremely popular. We offer made from scratch, nutritious meals to our community at a minimal price of only \$5.00. This also gives us an opportunity to visit with our members to ensure their needs are being met during this pandemic.

We had a very successful Drive-thru flu shot clinic in October. For the convenience of the Chaplin residents, we had the tax collector at the center in July and January to collect tax payments in a safe and socially distant manner.

We continued to offer educational and informative programs through Zoom, which included AARP'S Safe Driver Courses and Medicare Educational Benefit Presentations. Once we were able to open in June, we held an educational discussion with Chaplin's Resident Trooper about what scams are out there and how to avoid them.

We ran two very successful fundraisers, both held outside at the center. The first one was a Fisherman's Curbside Pickup Breakfast in April, which we plan to offer annually. The second one was a Plant and Grinder Sale in May which was a huge success and we will do it again next year.

With the help of Chaplin's wonderful DPW, we created a beautiful outdoor sitting area consisting of a circular crushed stone area, with a flower garden, picnic tables, umbrellas and chairs for members of the community and senior center to enjoy.

Forms of outreach include a monthly newsletter by mail and now on Google Groups. We have created a Facebook page which we continually update with the different programs and activities we have to offer.

I would like to thank the residents of Chaplin for their continued support and look forward to an exciting year to come!

Brief Financial Statement*	
Approved Budget	\$84,724.96
Additional Appropriations	\$0.00
Actual Expenditure	\$73,930.85

** These figures may not have been audited by the time of this publication.*

*Respectfully Submitted,
Lisa Kegler
Director*



TAX COLLECTOR Annual Report FY 2020-2021

The Chaplin Revenue Collection Department is here to promote efficient, effective, and equitable municipal tax collections for all of our customers. Our office must comply with state law and local ordinances through education and training. We must monitor legislation regarding municipal tax collection and inform our taxpayers of such.

The collection rate on the current GL for fiscal year 20/21 ended at 101%.

Established full audit trail specifically for Chaplin records that include separate checking accounts for deposits as well as separate computer, safe and cash drawer etc.

For Chaplin taxpayers' convenience we schedule 2 sessions a year (July and January) at the Chaplin senior center to collect taxes. Our staff, along with the town administration, continued to serve the residents of Chaplin for these sessions. Our office continued to work through the COVID pandemic and provide daily services to the Chaplin taxpayers.

A tax sale was held in October of 2020 with the work and support of Attorney Adam Cohen, and we were able to help taxpayers get out from under some balances due and clean up a few parcels that had been abandoned. This helps to get parcel unpaid back on the tax rolls for more revenue for the Town.

New members of our team joined us in May 2021, and they worked hard to prepare for the upcoming collection season. There is more to learn, but they did a great job, and we are happy to have them here with us. They will continue to take on new challenges and more daily tasks to help with the day-to-day collections, as well as the monthly reporting that is necessary to keep everything in balance.

BUDGET FINANCE STATEMENT*	

Approved Budget:	\$39,698.00
Additional Appropriations:	\$.000
Actual Expenditures:	\$33,896.80

*These figures may not have been audited at the time of this publication

Our budget was under spent again this year as conferences and workshops were only held virtually and, therefore, less expensive.

New legislation this year requires that tax collectors obtain a recertified. Therefore, classes and conferences will need to be attended to obtain the hours required for that recertification. The deputy and I are currently certified and will work towards that recertification. Two of our new employees started their first class to obtain certification. This is a two-and-a-half-year process.

It is our pleasure to work with the administration, as well as the taxpayers of the Town of Chaplin.

Respectfully submitted,

Zayne R. Ring, CCMC, Collector of Revenue

Amanda Tashea, CCMC, Deputy Collector

Rechal Dominguez, Revenue Assistant

Erika Martinez, Revenue Assistant

Denise Rodriguez, Revenue Assistant

Starr Kernozek, Revenue Assistant



Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Phone: (860) 455-0073; Fax: (860) 455-0027

www.ChaplinCT.org

Office of the Town Clerk and Registrar of Vital Statistics Annual Report 2020-2021

The Town Clerk is charged with serving the town on a nonpartisan basis and has an array of responsibilities. Included in these responsibilities are keeping land records, survey maps, military discharge records, trade name certificates, birth, marriage and death records, maintaining board and commission memberships, meeting dates and posting agendas and minutes, applying for a yearly historic document preservation grant, preparing for state and municipal elections, primaries and referendums and issuing absentee, military and overseas ballots, receiving campaign finance filings, publishing ordinances, issuing dog licenses, liquor permits, justice of the peace certificates, notary public renewals and complying with Freedom of Information requests.

During the fiscal year of July 1, 2020 to June 30, 2021 the office of the Town Clerk recorded 394 land records. The total income generated from recording these documents was \$ 64,517.00. Of these land records, 47 were property transfers which resulted in \$ 9,259,120.50 in real property sold in Chaplin. Most of the recorded land records were in the form of warranty deeds, quitclaim deeds, mortgages, liens and probate certificates.

This year absentee ballots were issued for the 2020 State and Presidential Election, the annual budget referendum and two Region District 11 referendums. A larger number of absentee ballots were issued this year due to the COVID-19 pandemic.

Each year the Town Clerk attends two conferences. This year's conferences were held remotely due to the pandemic. Among the presenters were the Secretary of the State, the Connecticut State Library, the Connecticut Division of Business Services and the State Election Enforcement Commission.

A new HVAC system was installed in the vault this spring. This new system provides a consistent temperature and humidity level which is ideal for records preservation.

Approved Budget	\$60,975.00
Additional Appropriations	None
Actual Expenditure	\$62,353.89

I would like to thank the residents of Chaplin for allowing me to be your Town Clerk. It has been a pleasure to serve you and I look forward to the coming year!

*Best regards,
Shari Smith, Chaplin Town Clerk*

Town of Chaplin

Vital Statistics

July 1, 2020– June 30, 2021

Births

In Town

Male = 0

Female = 0

Out of Town

Male = 9

Female = 6

MARRIAGES

In Town = 5

Out of Town = 8

DEATHS

In Town

Male = 4

Female = 2

Out of Town

Male = 5

Female = 2



TOWN TREASURER

Annual Report FY 2020-21

The Office of the Treasurer is responsible for the depositing of town funds and funds transfers for the Town of Chaplin. Responsible for taking deposit funds to the bank weekly/Daily of needed. Accounts handled, but not limited to the General Fund, Senior Center, Recreation Department, Library and Capital Improvement Fund. Treasurer is responsible for the signing all checks for payment including payables and payroll for the Town of Chaplin, Chaplin Elementary School and the Parish Hill Junior/Senior High School and responsible for Investment of the Town funds.

Due to the local Webster Branch closing last year, we are in the processes of moving the following accounts to Berkshire Bank.

Account Balances Period Ending June 30, 2021

Operation & Investment Accounts:

Operating Checking - Webster Bank	\$ 485,039.74
Operating Checking – Berkshire Bank	\$ 39,334.98
Webster Investments	\$ 201,159.45
State of CT STIF Investments	\$ 2,259,776.33
Revenue Collection Accounts Combined	\$ 50,110.89

Special Revenue Accounts:

Public Library	\$ 18,487.23
Recreation	\$ 8,790.84
Senior Center	\$ 30,113.01

Capital Improvement Account:

Webster Bank	\$ 928,033.32
Berkshire Bank	\$ 5.08

Town Hall hours are Monday, Wednesday & Thursday 9 am to 3 pm and Tuesday 1 pm to 7 pm, Closed on Friday. Treasurer is also available outside the Town Hall hours for Notary Services.

Brief Financial Statement

Approved Budget	\$9,368.00
Additional Appropriations	\$ 298.00
Actual Expenditure	\$9,666.00

Respectfully Submitted,

Diana F. Alvarez
Chaplin Town Treasurer

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TREE WARDEN Annual Report FY 2020-21

By the end of June 2021, we can finally say, all hazards created by the Gypsy Moth infestation have been mitigated. There is still some residual dieback and mortality of oaks happening due to secondary insect problems such as two-lined chestnut borer and environmental impacts which are noted and continue to be managed.

Mortality caused by the Emerald Ash Borer continues to be a concern. Luckily, unlike the Gypsy Moth infestation, our ash trees are not all dying at once. Mortality is noted sporadically throughout town and management efforts seem to be more controllable.

An aggressive vegetation management practice continues for its 5th straight year now with DPW utilizing a rented bucket truck for 3 months this Fiscal Year. This more aggressive cutting back of trees has proven to be beneficial when storm damage is compared to other surrounding towns.

Up until around 2016, Chaplin contracted only about 1 week of aerial work per year, thus, we are receiving the catch up our trees and infrastructure deserves.

I'd like to also remind all that planting, trimming or removal of bushes, trees, or any type of vegetation within the Towns right-of-way requires permission from the Tree Warden. In cases of removal, it also requires any plants/trees to be posted so the public may voice their opinion on such removal.

Brief Financial Statement*	
Approved Budget	\$1871.73
Additional Appropriations (CIP)	\$15,000
Actual Expenditure	\$1658.47

** These figures may not have been audited by the time of this publication.*

Lastly, an exciting year in Chaplin for Trees! Phase 1 of Chaplin's Bicentennial Arboretum was planted at the park in October consisting of 26 trees and shrubs. The Arboretum which will be dedicated in 2022 will have over 60 species of trees with each one "having its own story"

Respectfully Submitted,
David Stone
Tree Warden
CT Licensed Arborist #S-4582

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CHAPLIN VOLUNTEER FIRE DEPARTMENT Annual Report FY 2020-21

The Chaplin Volunteer Fire Department has an annual budget of \$105,495.24 of which we used \$105,495.24. We had a busy year with 118 fire/accident calls and 223 medical calls. We had one structure fire that displaced a family. We picked up one new member and one new junior member. We sent on junior member to introductory Fire Service class. We continue to respond at an R1 level which means our EMT staff can perform up to their level of training which is an asset to the residents. We continue to provide care throughout the pandemic. Willimantic Fire Department continues to provide timely ambulance service.

We spent \$148,497.85 from our CIP budget to purchase a SCBA fill station and 15 scott packs, 15 masks, and 30 bottles. We spent \$15,374.18 from our CIP budget to purchase a Lucas device which is an automated CPR machine. It allows us to perform critical actions with limited manpower. We also spent \$5151.00 from our CIP budget to purchase two new sets of fire fighting gear.

We prepared for tropical storm Isaias and worked with Emergency Management. We provided water and charging for cell phones for the many residents who were left without power for nearly a week.

Due to COVID there were no Town functions that we were able to assist with, and as such were only able to have one fund raiser. Despite this setback we were still able to give a \$1000.00 scholarship to a graduating student from PHHS. We also gave a \$200.00 scholarship to the most successful graduating student from the Chaplin Elementary School.

*Sincerely,
Joe Pinto
Chief*

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CHAPLIN ZONING BOARD OF APPEALS Annual Report FY 2020-21

The ZBA has the power to hear and decide appeals from decisions of the ZEO and to grant variances from the application of zoning regulations. The variance power is limited to extraordinary situations and must be in harmony with the general purpose and intent of the zoning regulation. Zoning variances run with the land and once granted, they do not expire when a parcel is sold or transferred.

The ZBA held three meetings and one site walk during 2020–2021 Fiscal Year. We received one application for a variance and held a public hearing, the variance was approved with modifications. At our November meeting we elected officers for calendar year 2021, approved our meeting schedule and the 2021-2022 FY budget. At that meeting, we elected Susan Peifer Chairman, William Jenkins Vice-chairman, and Doug Cates Secretary.

Our FY 2020-2021 budget was \$1,623.00, of which, we spent a total of \$939.78. Legal notices were the major expense at \$793.33, clerical hire was \$139.45 and \$7.00 for postage.

The Zoning Board of Appeals schedules regular meetings on the 4th Wednesday of the month in the Chaplin Library conference room at 7:00 P.M. The meeting dates may be adjusted to the third Wednesday of November and December for the holidays.

Respectfully Submitted,

Susan Peifer, Chairman

Regular Members:

William Jenkins, Vice-chairman

Doug Cates, Secretary

Lisa Courcier

Rosalie Gifford

Alternate Members:

Victor Boomer

Paul Tetreault

Brendan Kane

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List of External Reports Included Herein by Reference

Auditor's Report for the Town of Chaplin

Per §4230 and §4236 of Connecticut General Statutes, Chaplin as a recipient of state funds must complete a town audit. This year the audit was performed by AO & Co., LLC.

The following agencies are external to the Town of Chaplin. Their Annual Reports are included in the Town of Chaplin Annual Report by reference, and may be found on file at the Chaplin Town Hall or with the respective agency.

Audited financial statements from these external agencies can be examined upon request to the agency, and may also be found online through the CT Office of Policy and Management's Electronic Audit Reporting System (CT EARS).

Eastern Highlands Health District (EHHD)

Membership in EHHD provides Chaplin with shared services including:

- Emergency Preparedness
- Environmental Programs
- Communicable Disease Surveillance & Control

For a complete list, please see the EHHD Annual Report.

Northeastern Connecticut Council of Governments (NECCOG)

Membership in NECCOG provides Chaplin with shared services including:

- Paramedic Intercept
- Animal Services
- Geographic Information Services (GIS)

For a complete list, please see the NECCOG Annual Report.

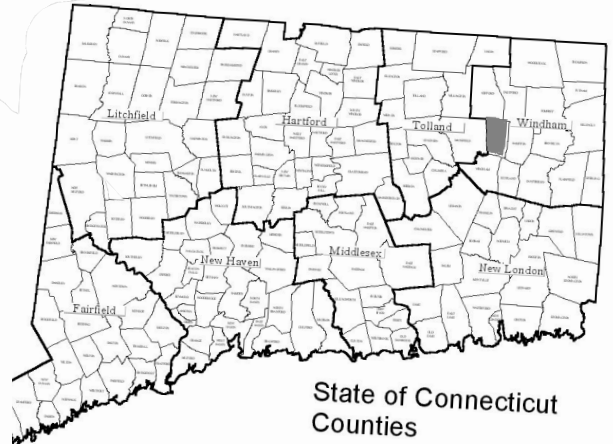
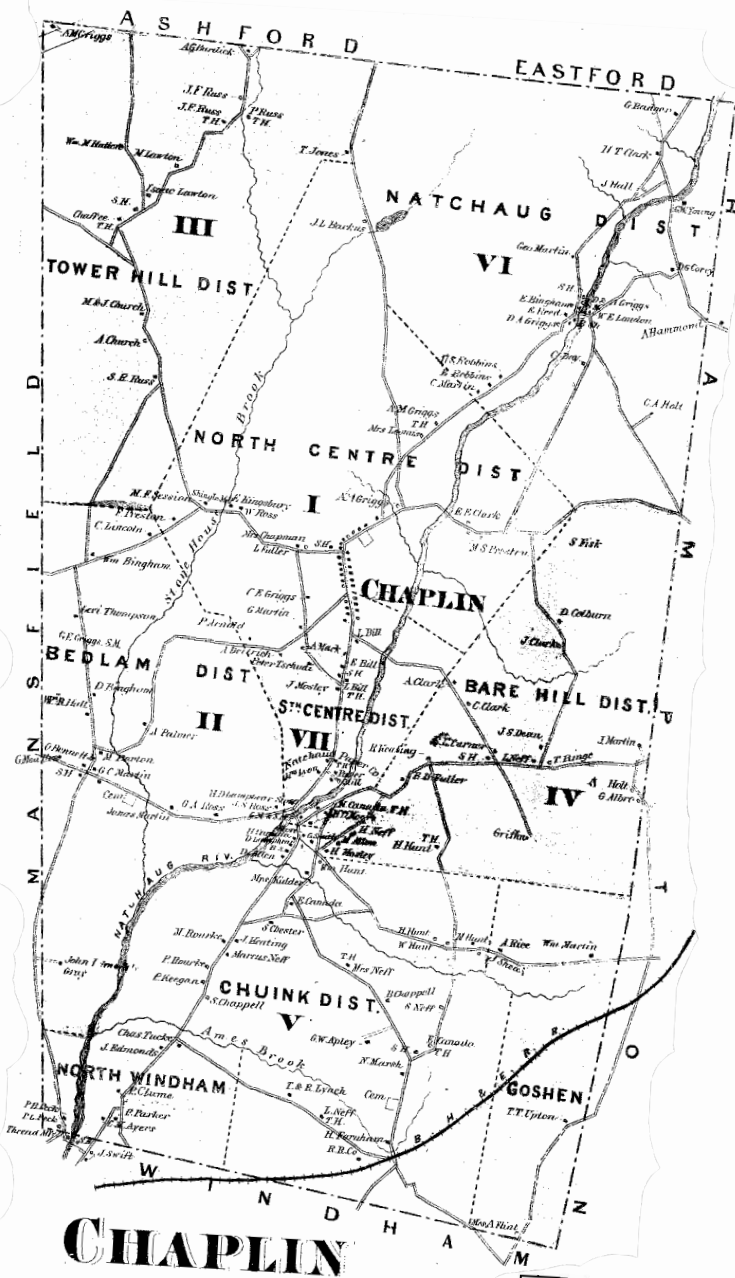
Regional District 11 / Parish Hill High School

The Annual Report from Regional District 11 is prepared and published separately from Chaplin's annual report.

Central Office

The Annual Report from the Central Office is prepared and published separately from Chaplin's annual report.

The Central Office is a body which provides certain shared services to the Chaplin Elementary School and the Regional District 11 / Parish Hill High School. The Central Office includes the Office of the Superintendent of Education, and is funded through expenditure budget line items in both the Chaplin Board of Education's budget and the Regional District 11 budget.



State of Connecticut
 Counties