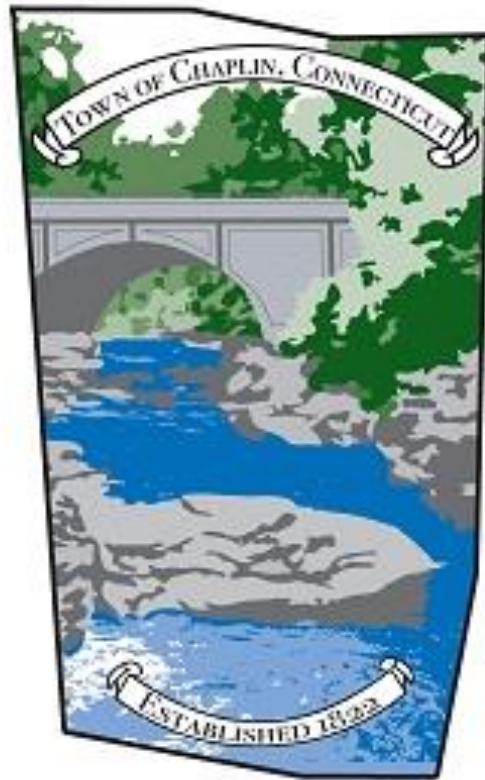


# *Town of Chaplin*



**Annual Report  
2021-2022**

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**TOWN OF CHAPLIN**  
**Annual Report**  
**July 1, 2021 through June 30, 2022**

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Map of the Town of Chaplin

200<sup>th</sup> Anniversary of the Town of Chaplin Proclamation by Governor Ned Lamont

200<sup>th</sup> Anniversary of the Town of Chaplin Proclamation by Lieutenant Governor Susan Bysiewicz

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# *Town of Chaplin, Connecticut*

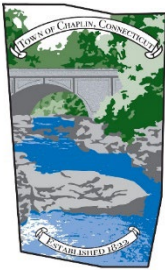
**Incorporated 1822**

**495 Phoenixville Road, Chaplin, Connecticut 06235**

Telephone: (860) 455-0073

Fax: (860) 455-0027

[bofinance@chaplinct.org](mailto:bofinance@chaplinct.org)



March 1, 2023

Dear Chaplin Residents:

Your elected Board of Finance is pleased to present the following report.

The business of the Town was conducted routinely, competently, and completely for this our Bicentennial year. Every board, commission, department, agency and committee had a hand in the efficient and productive way in which our community prospered and grew.

It is hoped that every citizen understands and appreciates the efforts and professional expertise of all our Town's 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*

*Susan Welshman, Administrative Assistant to  
the First Selectman*  
*Valerie Garrison, Finance Manager*  
*Shari Smith, Chaplin Town Clerk*

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**Boards / Commissions / Committies**

<b><u>Bicentennial Committee</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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
Lindquist, Julie	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
Lewis, Ann	D	1/7/2020	12/31/2022
<b><u>Board of Assessment Appeals</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Alvarez, Diana F.	R	11/5/2019	11/7/2023
Foster, Matthew	R	11/2/2021	11/4/2025
Kane, Brendan	D	11/2/2021	11/4/2025
<b><u>Board of Education</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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	11/5/2019	11/7/2023
Anderson, Laura	D	11/2/2021	11/4/2025
Klar, Joseph	R	11/2/2021	11/4/2025
Heather Perry - Appointed until 11/7/23	R	11/2/2021	11/4/2025
<b><u>Board of Finance</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Dubitsky, Doug	R	11/7/2017	11/7/2023
Diwan, Linkesh	U (MR=D)	11/7/2017	11/7/2023
Caron, Linda	D	11/5/2019	11/4/2025
Boomer, Victor N.	R	11/5/2019	11/4/2025
Weingart, Richard G.	D	11/2/2021	11/2/2027
Jenkins, William	R	11/2/2021	11/2/2027
<b><u>Board of Finance Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Foster, Matthew	R	11/7/2017	11/7/2023
Haines, Peter	D	11/5/2019	11/4/2025
Alvarez, Israel	R	11/2/2021	11/2/2027
<b><u>Board of Selectmen</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Roman, Juan III - First	R	11/2/2021	11/7/2023
Pinto, Joe	D	11/2/2021	11/7/2023
Fortier, Kenneth P.	R	11/2/2021	11/7/2023
<b><u>Economic and Community Development</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Vacant		2/2/2020	2/1/2023
Ricklin, Leslie	D	2/2/2020	2/1/2023
Schein, Irene J.	U	2/2/2021	2/1/2024

Roman, Juan III	R	2/2/2021	2/1/2024
Vacant		2/2/2022	2/1/2025
Roman, Linda	R	2/2/2022	2/1/2025
<b><u>Economic and Community Development</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Rose, William H., IV	R	2/2/2020	2/1/2023
Vacant		2/2/2021	2/1/2024
Vacant		2/2/2022	2/1/2025
<b><u>Historic District Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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
Smith, Catherine W.	D	9/1/2021	8/31/2026
Church, Warren	D	9/1/2022	8/31/2027
<b><u>Historic District Commission Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Ricklin, Leslie	U	9/1/2020	8/31/2025
Lindquist, Carl W.	U	9/1/2021	8/31/2026
Rose, William H., IV	R	9/1/2022	8/31/2027
<b><u>Inland Wetlands Watercourse and</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Jenkins, Michael R.	R	11/7/2017	11/7/2023
Kegler, Peter E.	R	11/5/2019	11/4/2025
Cates, Douglas	R	11/5/2019	11/4/2025
Rusch, Sharyn	U	11/3/2021	11/2/2027
Matthies, Scott R.	D	11/3/2021	11/2/2027
<b><u>Inland Wetlands Watercourse and</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Deb Field	D	11/7/2017	11/7/2023
Vacant		11/5/2019	11/4/2025
Walton, Virginia	D	11/3/2021	11/2/2027
<b><u>Judge of Probate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
McGrath, Hon. John J., Jr.	D	1/9/2019	1/4/2023
<b><u>Justice of the Peace</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Alveraz, Diana F.	R	1/4/2021	1/6/2025
Boomer, Eugene V., Jr.	R	1/4/2021	1/6/2025
Boomer, Victor N.	R	1/4/2021	1/6/2025
Collins, Jack	D	1/4/2021	1/6/2025
Cox, Diane	D	1/4/2021	1/6/2025
Gunn, Bert D.	D	1/4/2021	1/6/2025
Jenkins, William	R	1/4/2021	1/6/2025
Lambert, Jean	R	1/4/2021	1/6/2025
Lanzit, Rusty	D	1/4/2021	1/6/2025
<b><u>Library Board of Trustees</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Ricklin, Leslie	U (MR=D)	11/7/2017	11/7/2023
Cox, Diane	D	11/7/2017	11/7/2023
Haines, Jeanette	D	11/5/2019	11/4/2025



Boomer, Victor N.	R	11/5/2019	11/4/2025
Jenkins, William	R	11/2/2021	11/2/2027
Cohen, Brian	R	11/2/2021	11/2/2027
<b><u>Library Board of Trustees - Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Swart, Adele	D	6/20/2022	11/20/2023
<b><u>Planning and Zoning Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Godaire, Randy J.	R	11/7/2017	11/7/2023
Garceau, David P.	D	11/7/2017	11/7/2023
Dubitsky, Doug	R	11/7/2017	11/7/2023
Ken Fortier	R	11/5/2019	11/4/2025
Beer, Eric D.	R	11/5/2019	11/4/2025
Weingart, Helen	D	11/2/2021	11/2/2027
Fiasconaro, Peter	R	11/2/2021	11/2/2027
<b><u>Planning and Zoning Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Pearce, Daniel	R	11/7/2017	11/7/2023
Peter Haines	D	11/5/2019	11/2/2025
Ireland, William	R	11/2/2021	11/2/2027
<b><u>RD 11 Board of Education</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Ireland, Sally	R	7/1/2020	6/30/2023
Foster, Stacy	R	7/1/2021	6/30/2024
Smith, Therese M.	U	7/1/2022	6/30/2025
<b><u>Recreation Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Arbo, Monica	U	7/1/2021	6/30/2023
Hammond, Shannon	R	7/1/2021	6/30/2023
Nelson, Amelia	U	7/1/2021	6/30/2023
Stone, David	R	7/1/2021	6/30/2023
Woodward, Joshua	U	7/1/2021	6/30/2023
Cates, Dan	D	7/1/2022	6/30/2024
Coogan, Clayton	U	7/1/2022	6/30/2024
Foster, Matthew	R	7/1/2022	6/30/2024
Kraemer, Amie	D	7/1/2022	6/30/2024
Vacant		7/1/2022	6/30/2024
<b><u>Registrar of Voters</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Hooper, William - Registrar	D	1/6/2021	1/4/2023
Komuves, Christopher - Deputy	D	1/6/2021	1/4/2023
Boomer, Eugene V., Jr. - Registrar	R	1/6/2021	1/4/2023
Foster, Stacy - Deputy	R	1/6/2021	1/4/2023
<b><u>Senior Center Board of Directors</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Zlotnick, Walter	D	7/1/2020	6/30/2023
Rakos, Shirley	R	7/1/2020	6/30/2023
Linkkila, Carl	U	7/1/2020	6/30/2023
Lewis, Ann	D	7/1/2021	6/30/2024
Gilbert, Dawn	U	7/1/2021	6/30/2024

Gebhardt, Crystal	U	7/1/2021	6/30/2024
Schein, Irene J.	U	7/1/2022	6/30/2025
Haines, Jeanette	D	7/1/2022	6/30/2025
Gillon, Ellen	R	7/1/2022	6/30/2025
<b><u>Senior Center Board of Directors Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
St. Lawrence, Joyce	R	7/1/2020	6/30/2023
Graves-Hoagland, Robin	D	7/1/2020	6/30/2023
Godaire, Janice	D	7/1/2020	6/30/2023
<b><u>Town Clerk-Registrar of Vital Statistics</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Smith, Shari	R	1/3/2022	1/2/2024
<b><u>Town Clerk-Assistant</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Johanna Wolfe	R	1/3/2022	1/2/2024
<b><u>Town Treasurer</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Alvarez, Diana F.	R	11/2/2019	11/7/2023
<b><u>Town Treasurer-Deputy</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Angelina Pearce	R	11/2/2019	11/7/2023
<b><u>Zoning Board of Appeals</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Jenkins, William	R	11/7/2017	11/7/2023
Gifford, Rosalie	R	11/7/2017	11/7/2023
Kane, Brendan	D	11/5/2019	11/4/2025
Rose, William IV	R	11/2/2021	11/2/2027
Alvarez, Israel	R	11/2/2021	11/2/2027
<b><u>Zoning Board of Appeals Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Boomer, Victor N.	R	11/7/2017	11/7/2023
Tetreault, Paul	R	11/5/2019	11/4/2025
Smith, Therese M.	U	11/2/2021	11/2/2027

**Appointed Officials:**

**Administrative Assistant - Selectman's Office**

Susan Welshman

**Animal Control**

NECCOG

**Assessor**

Chandler Rose

**Building Official**

Joe Smith

**Burning Official**

Andrew Daniels

**Department of Public Works, Supervisor**

David Stone

**Director of Health**

Robert Miller, M.P.H., R.S

**Eastern Highlands Health District Representative**

Vacant

**Eastern Regional Tourism District Representative**

Karen Carrancio

**Emergency Preparedness, Director**

James Randall

**Emergency Preparedness, Deputy**

William Hooper

**Fiannce Manager**

Valerie Garrison

**Fire Chief**

Joe Pinto

**Fire Chief, Deputy**

Christopher Bray

**Fire Department President**

Herb Chesters

**Fire Investigator**

Chad Molochnick

**Fire Marshal**

Bud Meyers

**Fire Marshal Deputy**

Christopher Bray

**Fire Marshal Deputy**

Noel Waite

**First Selectman**

Juan Roman, III

**Inland Wetlands Agent**

Joseph Theroux

**Library Director**

Sandra Horning

**Municipal Agend for the Elderly**

Ann Lewis

**Office Clerk**

Johanna Wolfe

**Registrar of Vital Statistics-Subregistrar**

Christopher Gremko-Potter Funeral Home

**Registrar of Vital Statistics-Subregistrar**

John Adamcewicz-Bacon Funeral Home

**Sanitarian-Food Inspector**

Lynette Swanson, RS

**Senior Center Director**

Lisa Kegler

**Superintendent of Schools**

Kenneth Henrici

**Tax Collector**

Amanda Tashea

**Town Committee Chair, Democratic**

Andrew Daniels

**Town Committee Chair, Republican**

Eugene V. Boomer, Jr.

**Tree Warden**

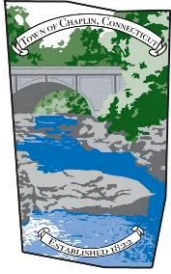
David Stone

**Veteran Liaison**

Bill Woodbury, "Woody"

**Zoning Officer**

James Gigliotti



## **Town of Chaplin, Connecticut**

*Incorporated 1822*

495 Phoenixville Road, Chaplin, Connecticut 06235

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

[www.ChaplinCT.org](http://www.ChaplinCT.org)

### **Ad Hoc Chaplin Bicentennial Committee Annual Report FY 2021-2022**

With Chaplin's bicentennial occurring in 2022, the Board of Selectmen appointed an ad hoc committee in 2020 to plan the celebration. Its mission, briefly, in addition to planning events which reflected the past, present, and future of Chaplin, was also to be inclusive of every resident by providing opportunities for them to participate as well as contribute their energy and skills for this once-in-a-lifetime event. To this end, every town organization was invited to provide ideas, help plan activities and make this a bicentennial one to be remembered. (From the Mission Statement for the Ad Hoc Chaplin Bicentennial Committee, revised 3/3/2020).

The Committee began its work by collaborating with a graphics design class at Eastern Connecticut University to design a new town logo. This had not been revised since 1972 for the Sesquicentennial. This new design is now used on official town documents.

Fund raising was an early goal to not only supplement the town budget but to also provide lasting souvenirs of the Bicentennial. The first project was the design and printing of a commemorative calendar which also highlighted special "walks and talks" that the Committee planned. Each month there was either an historical talk at the library or an informative walk at a site in town. A complete list of all "walks and talks" follows this report. Each of these events involved different town organizations like the library, senior center, recreation commission, and fire department.

The other Committee project was to design a Bicentennial T-shirt to sell at the talks as well as at the library, senior center, and on September 10. Both the sale of calendar and the T-shirts proved to be very successful.

Lawn signs were distributed, and a Bicentennial Face book page was developed to spread information about the celebration. The new town E-sign added another dimension for publicizing events as they occurred on the calendar.

Fund raising continued by members soliciting advertisements from local businesses and donors for two of the Committee's programs: the Playbill for the reenactment of the first town meeting that was directed by Rusty Lanzit and performed by town residents in the Congregational Church. This was followed by a concert by the Babcock Cornet Band. The other program was for the all-day celebration held on September 10, 2022 at Garrison Park.

September 10<sup>th</sup> was by far the most extensive and impressive of the year's events. It started with a parade, organized by William Rose and Joe Pinto, and began on Palmer Rd., proceeded down Chaplin St. and into Garrison Park. A marching band and a fife and drum corps provided stimulating music while several floats made by the Friends of the Library (Sandra Horning,

Director), the Senior Center (Lisa Kegler, Director), and the Elementary School along with vintage cars and a number of area fire trucks made for an exciting way to start the day. Local vendors, food trucks, three bands, plus Chaplin's own Ukulele Band, organized by the Recreation Commission, provided entertainment and sustenance for residents once they reached the park and throughout the day. They were greeted on the field by Chaplin Elementary School students taking part in a talent show organized by Linda Caron, the physical education teacher.

At 2:00 a program at the pavilion included: recognition of living selectmen, the reading of proclamations from Gov. Lamont (read by Rep. Doug Dubitsky), the State House of Representatives (read by Rep. Susan Johnson) and the State Senate (read by Sen. Dan Champagne), and greetings from mayors Tom Devivo from Windham and Antonia Moran from Mansfield. They represented two of the three towns from which Chaplin was formed. William Rose read the dedication of the Bicentennial Arboretum, which had been three years in the planning. Adelaide Northrop, Chaplin's Poet Laureate, read an original poem which beautifully described town scenes and rural character.

Besides having a local professional photographer, Peter Polomski of Third Eye Photography, to take still photos, the Committee had asked Brian Synnott, a teacher from Parish Hill Regional Middle/High School, to take photographs using a drone to capture a topographical perspective as residents stood on a map of the town drawn on the field. Posts with signs indicating the seven original school districts guided people to where they should stand.

The day culminated with a spectacular display of fireworks at 8:00.

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**Below is a list of the monthly programs sponsored by the Bicentennial Committee**

Feb. 16: Trouble in the land of steady habits: the constitution of 1818; how it relates to Chaplin. Presented by Walt Woodward, CT State Historian

March 16: The story of Ben Chaplin's Will. Presented by Brendan Kane and Gavin Horning-Kane

March 26 History of the Congregational Church. Presented by Alex Hill

April 2 History of the William Ross Library. Presented by Leslie Ricklin and Ingrid Wood

May 21 Ruth Snow Bowen, Chaplin Quilt Maker. Presented by Cathy Smith

May 28 Walk the Hubbard Parcel with Deb Field, Joshua's Trust

June 4 PTO's Bicentennial 5K race

June 11 Tour of the Chaplin Street Cemetery. Presented by Rusty Lanzit

June 25 Windham Concert Band

**July 2 Reenactment of Chaplin's 1<sup>st</sup> Town Meeting. Babcock Band followed**

July 9 Walk at the Natchaug River. Presented by Rusty Lanzit

August 13 Origin of Chaplin place names. Presented by Warren Church

**September 10 Parade and all day celebration at Garrison Park with fireworks**

October 15 Walk at Two Sisters with Deb Field, Joshua's Trust

October 29 Walk on Chaplin St. focusing on history and architecture. Presented by Jean Givens

November 5 Talk on Chaplin's homes rendered in the fiber arts. Presented by Cathy Smith and Bruce Raymond. Cathy Smith also displayed examples of her fiber arts hangings at the library each month throughout 2022.

November 13 Hike up Rattlesnake Mountain.

December (date TBA). Tree lighting and poetry reading by Adelaide Northrop, Chaplin's Poet Laureate. Hosted by the Chaplin Volunteer Fire Department

Brief Financial Statement for the Chaplin Ad Hoc Bicentennial Committee	
Approved Budget	\$20,000
Additional Appropriations (sale of advertisements, calendars, T-shirts)	\$12,484
Actual Expenditure	\$32,436.40

**Final Word**

This year's celebration with its many events could not have taken place or been so successful without the enthusiastic support of all parties in Chaplin. The Town Hall staff headed by the First Selectman, Juan Roman and the Department of Public Works, headed by Dave Stone deserve particular recognition for all that they did throughout the year but especially on September 10. The Bicentennial Committee's goals: to highlight Chaplin's history and to involve as many people and organizations as possible to make this truly a town celebration, were achieved.

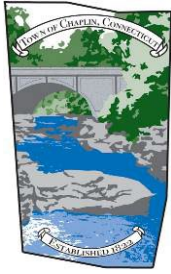
Respectfully submitted,

Leslie Ricklin, Chair  
Warren Church, Co-Chair  
Dick Weingart, Treasurer  
Robert Grindle

Ann Lewis  
Julie Lindquist  
William Rose IV  
Ann Sicilian

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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

**ASSESSORS OFFICE  
Annual Report FY 2021-22**

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 Statute governs 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. Office hours at the Windham Town Hall Assessor’s Office are MT&W 8:00 a.m. to 5:00 p.m., Thursday 8:00 a.m. to 7:30 p.m. & Friday 8:00 a.m. to noon and by appointment.

Brief Financial Statement	
Approved Budget	\$51,306
Additional Appropriations	\$XX.XX
Actual Expenditure	\$51,306

*\*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:	125,378,720	125,968,260
Motor Vehicle:	17,560,900	18,594,520
Personal Property:	<u>71,254,420</u>	<u>65,307,410</u>
NET GRAND LIST TOTAL:	214,194,040	209,870,190

Respectfully Submitted,

*Chandler Rose, Assessor*

Chandler Rose, CCMAII

# Town of Chaplin, Connecticut



Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

Fax: (860) 455-0027

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## BOARD OF ASSESSMENT APPEALS

Annual Report FY 2021- 22

The Board of Assessment Appeals exists to assist residents with questions regarding assessments of their property and related exemptions, be they potential or claimed. Fiscal Year 2021 - 2022 represented a typical year in the Board's function of hearing cases in the spring (March) and fall (September). 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 (<http://www.nadaguides.com/>) and not on other publications, such as Kelley Blue Book. When making an appeal, please follow closely the form provided and provide as much information you are able, i.e., purchase/sale documents and/or photos. 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 cost related to posting of legal notices and sending registered mail. Specifics for FY 2021- 22 are provided below:

Brief Financial Statement\* Approved Budget

Additional Appropriations	\$310.00
Actual Expenditure	\$ 0
Budget Balance	\$105.03

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 has continued to offer both in person and virtual options for meeting with appellants.

Respectfully Submitted,

Brendan Kane - (Chair/Board of Assessment Appeals)

Diana Alvarez - Member

Matthew Foster - Member

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**CHAPLIN AND REGIONAL SCHOOL DISTRICT #11 PUBLIC SCHOOLS**

*Office of the Superintendent of Schools*

*304 Parish Hill Road*

*Chaplin, CT 06235*

The three major projects we completed this year. We sealed the driveway and parking lot to prolong having to pave it. We are replacing the air conditioner in the library and three other rooms. The price to repair the old unit was as much as purchasing a new unit. The front foyer has been leaking for years, despite numerous efforts to repair it. Our maintenance director has worked to get the problem 100% fixed. With years of leaking, the sheet rock was destroyed. We have replaced the sheet rock and painted this area.

We had no rules or regulations that the public should be aware of.

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	\$3,906,806.00
Additional Appropriations	\$0.00
Actual Expenditure	\$3,819,429.57

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

Respectfully Submitted,

Jobina Miller  
Business Manager

Other Members:

Dr. Jaclyn Chancey Board of Education Chairman  
Eugen Boomer Board of Education Vice-Chairman  
William Hooper Board of Education Member  
Jean Lambert Board of Education Member

Victor Boomer Board of Education Member  
Laura Anderson Board of Education Member  
Joseph Klar Board of Education Member

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# CHAPLIN BOARD OF FINANCE

## Annual Report FY 2021-2022

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 2021-2022, 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. This year a Public Hearing was held on 10May, 2021 to discuss the Budget. At the Board of Finance meeting immediately following The Public Hearing on 10May, 2021 the combined Town and Chaplin Elementary budget was unanimously confirmed in the amount of \$ 9,074,135 At the Town Meeting on 7June, 2021 this final budget amount was presented to the Town.

At the BOF meeting on 14June, 2021 the millrate was set at 32.5 contingent on a passing vote at the Chaplin Town Budget Referendum conducted on 15June, 2021. On June 15<sup>th</sup> this budget passed.

Other duties include 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.

### **OVERVIEW of The Town of Chaplin's Audited General Fund Budget:**

For FY 2021-2022, as mentioned above, the Town approved an Expense budget of \$9,074,135 with a mill rate of 32.50. Expenses for the year came in at \$8,975,159.

Actual revenues for the year were 9,156,072. The budgetary surplus of \$180,913 has been added to the Town's Fund Balance.

**The Board of Finance's Operations:**

Board of Finance Financial Statement	
Approved Budget	\$26,465
Additional Appropriations	\$ 0
Actual Expenditure	\$25,630

**Town of Chaplin FY 2021-2022 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 AO & Co., LLC.

Respectfully Submitted,

BOF Members:

Richard G. Weingart, Chairperson  
Vice Chairperson: Linkesh Diwan  
Secretary: Linda Caron  
Doug Dubitsky  
Victor Boomer  
William Jenkins

Alternate Members:

Peter Haines  
Israel Alvarez  
William Foster





Darin L. Offerdahl MBA CPA  
Kerry L. Emerson

166 Route 81  
Killingworth, Connecticut 06419  
860-663-0110

**Guiding Successful People**

## INDEPENDENT AUDITORS' REPORT

The Board of Finance  
Town of Chaplin, Connecticut

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the 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, 2022, and the related notes to the financial statements, which collectively comprise the Town of Chaplin's basic financial statements as listed in the table of contents.

In our opinion, the accompanying 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, as of June 30, 2022, 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.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Chaplin and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Chaplin's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and Government Auditing Standards, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Chaplin's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Chaplin's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 8-14, Statement of Revenues, Expenditures and Changes in Budgetary Fund Balance– Budget and Actual – General Fund on page 50, the of the Town's Proportionate Share of Net Pension Liability –Teachers Retirement Plan on page 53 and the Town's Changes in Total OPEB Liability and Related Ratio's on page 54, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Chaplin's basic financial statements.

The combining and individual fund financial statements and schedules, schedule of expenditures of state financial assistance, and other supplementary information are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of state financial assistance is presented for the purpose of additional analysis as required by the State of Connecticut Single Audit Act and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining and individual fund financial statements and schedules, schedule of expenditures of state financial assistance, and other supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### *Other Information*

Management is responsible for the other information included in the annual report. The other information comprises the Report of the Property Tax Collector and the Statement of Changes in Fund Balance by Project – Municipal Reserve Fund on pages 63 through 64, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

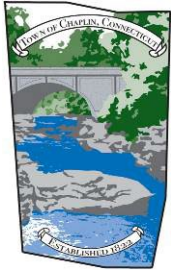
### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated December 8, 2022, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Chaplin internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Chaplin's internal control over financial reporting and compliance.

*Offerdahl Emerson & Company, LLC*

Killingworth, Connecticut  
December 8, 2022

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## Town of Chaplin, Connecticut

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# BOARD OF SELECTMEN Annual Report FY 2021-2022

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.

- An electronic message center sign with full color display was erected in front of the Chaplin Volunteer Fire Department. The sign was made possible by the State of Connecticut Department of Emergency Services Public Protection Municipal Grant Fund and will be a great use of technology to improve communication efficiently and effectively to the community which, in turn, has improved services and the quality of life for the residents of Chaplin. Emergency Notifications and Town events /activity announcements are the main uses for this electronic sign.
- Two electronic speed signs went into use in November 2021 and have been circulated to different locations around the Town according to need and circumstances. These signs are backed up with batteries, include GPS and other anti-theft measures. The signs were obtained at no cost to the Town through UConn's T2 Program.
- The Chaplin Affordable Housing Plan was written with the help of an Affordable Housing Plan Technical Assistance Grant issued by the State of Connecticut Department of Housing. This grant allowed the Town to hire the services of the Director of Regional Planning for the Northeast Connecticut Council of Governments to assist in the writing and submission of the plan. The Chaplin Affordable Housing Plan was adopted by the Chaplin Board of Selectmen on May 24, 2022. A copy of the Affordable Housing Plan may be found on the Town's website.
- The sale of the William Ross Library Building at 57 Chaplin Street for \$75,000 was approved on August 24, 2021. This effort was spearheaded under the Administration of William H. Rose IV.
- In May of 2022, The Board of Selectman passed a Motion to approve the job description of a part time Office Clerk. This 12 hour a week position was created to assist the administrative staff and to provide coverage for vacations and illness. The Town Hall welcomed the new Office Clerk, Johanna Wolfe in June of 2022.
- Several activities began to take place in celebration of the Town of Chaplin's Bicentennial including fundraising, historical walks and historical talks.
- The sale by the Town of Tutko Road was approved at the Annual Town Meeting on May 9, 2022.

- An Ordinance was created authorizing the appointment of an Alternate Member to the Library Board of Trustees of the Town of Chaplin.
- An Ordinance was created for snow removal. This Ordinance was designed to promote public safety and cooperation during and after snowfalls in the Town. It is intended to prevent putting and leaving snow in the roadway which can result in costly road repairs as well as public safety concerns.
- The re-alignment of the North Bear Hill Road and the Route 198 was completed. This project removed the “Y” and adjusted the road so that it now abuts Route 198 perpendicularly providing a greater line of sight and safety.
- No roads were resurfaced this fiscal year other than a portion of North Bear Hill Road.
- The Department of Public Works retired a 1998 International dump truck with a cracked frame. A 1998 street sweeper was replaced with a 2007 Elgin Pelican street sweeper.
- Drainage maintenance and replacement efforts continued with 6 cross pipes replaced. Miles of edging and improvements occurred throughout town with Bujak Road receiving improved grading and compacting.
- Snow season was above average with salt use but below average with plowable snow. The DPW used 380 tons of treated salt at \$77.33/ton over 21 snow/ice events.
- Tree work efforts continued as our region shifts from spongy moth (gypsy moth) mortality to ash mortality caused by the Emerald Ash Borer.

*Respectfully Submitted,  
Juan Roman III  
First Selectmen*

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



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**Building Department  
Annual Report FY 2021-22**

In November of 2019 the Town of Chaplin contracted with the Town of Windham to administer Building Department duties. This arrangement has given the Town access to a full time building department, and we have been able to maintain traditional Tuesday evening hours.


Permit activity has remained steady with the exception of single family houses, which has seen a steady increase over the last year.

The pandemic has had no effect on permit activity or on this departments ability to meet the public's needs.

This department collected \$19,039 in building permit fees

Brief Financial Statement	
Approved Budget	\$21,388.67
Additional Appropriations	0
Actual Expenditure	\$20,866.00

Respectfully Submitted,

  
Joseph Smith, Building Official for the Town of Windham

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## **Open Burning Official Annual Report FY 2021-22**

November 9, 2022

Report for the period of July 1, 2021 through June 30, 2022:

- 18 open burning permits were filed.
- Received 7 calls for unauthorized burning.
  - Calls were mostly concerning new residents who did not understand the State's policy on open burning. In these cases, I ensured the fires were in a safe location and materials burning were suitable for open burning. I then explained the process and helped them fill out the permits and allowed them to continue with the burns.
  - One incident required the fire to be extinguished because the Fire Danger was HIGH. There is no open burning allowed when the Fire Danger is HIGH or above.
  - 2 new residents called for me to come out and provide approval of where to burn on their property.

Brief Financial Statement	
Approved Budget	\$1,751.57
Additional Appropriations	\$0.00
Actual Expenditure	\$1,588.00

Respectfully submitted,

Andrew Daniels

Open Burning Official

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### CHAPLIN ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION ANNUAL REPORT FY 2021-2022

This Commission is appointed by, and advisory to, the Board of Selectmen and has six regular members and three alternates. 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. The Commission has been charged with several strategies in the Town Plan of Conservation and Development, (recently updated), to conduct research and provide advisory support to the Board of Selectmen in bringing the vision in the Plan to fruition. Some notable charges include promoting home-based businesses compatible with the Town's rural/residential character and support of the farming community. We have and will continue to reach out to farmers and other businesses to network resources and encourage tourism and agri-business, and home bases businesses as an opportunity for economic development; designation of Rt. 198 as a scenic route, the needs of pedestrians and bicyclists, traffic calming along Rt. 6 are topics of regular discussion as the Commission reviews ways to move forward on these positive developments. 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, green and community energy and encourage more community participation, especially for underserved populations, bringing local artisans together for more art and cultural events to attract tourists to Town and build our community spirit. 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

Leslie Ricklin – member

Juan Roman III – member

Linda Roman - member

William Rose IV - alternate

# Town of Chaplin, Connecticut

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## EMERGENCY PREPAREDNESS Annual Report FY 2021-22

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.

As EMD I continued to stay in close contact with town officials, businesses, school systems, and the fire department as to their need for PPEs and tests kits. Reporting these needs to DEMHS I acquired and distributed these supplies (masks, gloves) as well as test kits with help from CERT members, Chaplin volunteers and the 1st Selectman.

DEMHS wanted town representatives to serve as members on the Cyber Security Team in Region 4. I contacted several individuals informing them of this Team. I was able to inform DEMHS that two representatives from Chaplin would serve as members on this team: 1st Selectman Juan Ramos III and District 11's IT person, Alex Hill.

As EMD I was able to arrange and host a Drone Part 107 class. This class consisted of 2 days of 8 hours of instruction which was provided by a qualified instructor Jason Otrin from Westbrook. The class allotment allowed 10 individuals. 7 Chaplin residents signed up and participated. Once completing this course, it allowed them to become Drone Part 107 certified after passing an FAA test. At present 2 of these residents (Robert Demaio and Link Diwan) have taken and passed the test thereby acquiring a remote pilot certificate with an sUA (small unmanned aircraft). As mentioned in last year's town report I purchased a Mavic2 Drone Combo with EMPG funds. Its purpose will be for training and emergency situations.

Participated in Three All Day Events:

Governor's Annual Exercise - EPPI (Emergency Preparedness and Planning Initiative) - was a Hurricane exercise (EMDs, Public Works, 1st Responders, 1st Selectmen were all invited to participate). During this state wide exercise we received injects from the state EOC in Hartford on weather conditions, road closures, down utilities, etc. by Internet as well as State and Ham radios. Our group operated at our Chaplin (EOC) which is Chaplin's Fire Department.

EMD Symposium (in Prospect) – Updates given by the Governor and DEMHS officials on School Security, we were given names & predictions of Hurricanes for the coming year and EMPG information.

EMDs, First Responders, National Guard and DEEP trained using our ICS (Incident Command System) in a Hazmat Exercise at Wheelabrator in Putnam, CT.

EMERGENCY PREPAREDNESS  
Annual Report FY 2021-22

Deputy EMD Will Hooper continues to work on the (LEOP) Local Emergency Operational Plan for the Town of Chaplin.

The Town of Chaplin received 2 Viking Kenwood Portable radios. These are state required 800 MHz radios from the State of Connecticut used for emergency situations.

I put in for a Light Tower which will be hosted in the Town of Chaplin to be utilized by Region 4 towns and picked up Command Boards for the Town of Chaplin, Muddy Brook, and Bungay FD.

APPROVED BUDGET	\$8,363.14
ADDITIONAL EXPENDITURE	XXXXX
ACTUAL EXPENDITURE	\$6,024.94

I would like to thank CERT and CVFD members, Rick Nichols, Chaplin Public Works, Deputies EMD Will Hooper and Cale Audette, First Selectmen’s Bill Rose IV and Juan Ramos III, Suzanne Krodel, and Dave Bellman for their assistance. I would also like to thank Valerie Garrison who pays my EMD bills and works with me on the line items within the EMPG and Sheila Randall for clerical work.

Respectively submitted,

Jim Randall  
Emergency Management Director

# Town of Chaplin, Connecticut

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Fax: (860) 455-0027



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## FIRE MARSHAL'S OFFICE Annual Report FY 2021-2022

The Town of Chaplin Fire Marshal's Office is committed to working with our community to form trust and confidence of our citizens. Enhancing the quality of life in our town by preventing or minimizing injury and the loss of life or property from fires is our single most priority.

*As we continue to serve the Town we created a mission statement:*

*The Chaplin Fire Marshal's Office mission is to prevent and reduce economic and human losses by increasing the awareness and knowledge of residents and business with respect to life safety. Utilizing the Connecticut State Fire Safety Code and applicable regulations of the State of Connecticut, we strive to provide the highest quality of services, by delivering fair and equal treatment to all citizens through professional and expedient delivery of those services.*

*Along with three core values: Integrity, Fairness and Respect*

Our office is staffed with a Fire Marshal and two (2) Deputy Fire Marshals. Mandated by the Connecticut General Statutes we are charged to perform various duties. These duties include, but not limited to; Inspection of all properties with the exception of one and two-family homes; Perform investigations as they pertain to the cause and origin of fires that occur in the Town of Chaplin; Issue permits for hazardous operations, including the installation of permanent propane tanks and piping, heating fuel storage tanks, gasoline and diesel fuel storage tanks, blasting permits, and commercial fireworks displays.

In 2021-22 we have conducted three (3) fire investigations involving one structure and two chimney fires, 18 code inspections, three (3) plan reviews, one (1) landlord/tenant issue and one (1) hoarding issue. We issued one (1) blasting and one (1) fireworks permits and were in attendance and supervised the firework display for the Bicentennial.

FY 2021-22 expenditures consisted of salaries.

Brief Financial Statement*	
Approved Budget	\$9,832.64
Additional Appropriations	\$00.00
Actual Expenditure	\$XX.XX

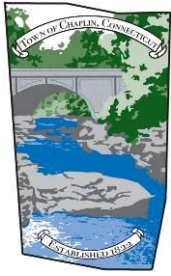
*\* These figures may not have been audited by the time of this publication.*

Respectfully Submitted,

**Bud Meyers**  
Fire Marshal

Fire Marshal's Office Staff:  
Deputy Fire Marshal Chris Bray  
Deputy Fire Marshal Chris Bellantone





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**TOWN OF CHAPLIN HISTORIC DISTRICT COMMISSION**

**Annual Report FY 2021/22.**

**Purpose:** To preserve and protect the unique character of Chaplin’s Historic District. The Commission seeks to preserve this village’s architecture and open space as an early 19<sup>th</sup>-century rural community.

No building or structure within the District, except those parts not open to view from a public street, way, or place, shall be erected, altered, restored, moved, or demolished until after an application for a **Certificate of Appropriateness (CA)** has been submitted to the Historic District Commission and has been approved by said Commission. The Commission shall hold a public hearing upon each application.

During FY 2021/2022 the Commission conducted three regular meeting and one public hearing. The hearing was for Certificate of Appropriateness for the addition of a deck to the house at 46 Chaplin Street. The Commission approved this certificate.

Brief Financial Statement	
Approved Budget	\$753.55
Additional Appropriations	\$0
	\$289.41

Respectfully Submitted,

Warren Church,

Chairman

Diane Cox, Vice Chair

Paul Peifer, Member

Jean Givens, Member

Catherine Smith, Member

Leslie Ricklin, Alternate

Carl W. Lindquist, Alternate

William H. Rose, IV, Alternate

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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](http://www.ChaplinCT.org)

### **Chaplin Inland Wetlands and Conservation Commission ANNUAL REPORT FY 2021-2022**

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-	4
Permits issued-	2
Permits denied-	1
Permitted uses as of right-	3
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.

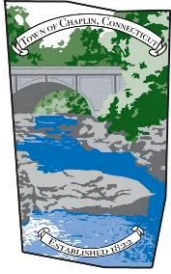
Brief Financial Statement*	
Approved Budget	\$18,567.25
Additional Appropriations	\$0
Actual Expenditure	\$17,277.61

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

Respectfully submitted,  
*Scott Matthies*

Scott Matthies, Chairman

Pete Kegler, Sharyn Rusch, Michael Jenkins, Doug Cates, Deb Field- alternate, Virginia Walton-alternate, Vacancy- alternate, Joe Theroux- Agent, Sue Krodel- Clerk



## **Town of Chaplin, Connecticut**

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# **Library Board of Directors Annual Report 2021-2022**

The Chaplin Public Library provides the community with a variety of services, materials, resources, and programs. Materials include books, magazines, DVDs, audiobooks, and a growing library of things (for example, disc golf sets, hotspots, and board games). The library also offers free access to eBooks and audiobooks available through the digital lending library, Overdrive. In addition, free or discount passes to state parks and museums, such as the Atheneum and Dinosaur State Park, are available to all library patrons. Patrons have access to three public computers, a printer, a scanner, faxing, and Wi-Fi. 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 ongoing pandemic, the library held a combination of indoor, outdoor, and virtual events during the fiscal year 2021-2022. In addition, curbside service was still available to patrons. Thanks to COVID-19 funds, the rented Summer Tent was able to stay up through October '21 and host several fall events, including the Poet Laureate ceremony, the Cookbook Club, Wednesday Preschool Story Time, Tea Time Book Chat, and the Chaplin Ukulele Band.

For adult patrons, the library continued participation in Quiet Corner Reads and hosted many of the town's Bicentennial talks, including Walter Woodward on the history of CT, Brendan Kane and Gavin Horning-Kane's on Ben Chaplin's Will, Alex Hill on the history of the Chaplin Congregational Church, Leslie Ricklin and Ingrid Wood on the William Ross Library and Catherine Whall Smith on Ruth Snow Bowen's quilts. In addition, to honor and celebrate the bicentennial, Catherine has been displaying one of her quilts at the library for each month of 2022.

In June 2022, a tent, funded by an ARPA town grant, was purchased by the town and put up on the Senior Center lawn to be used for summer 2022 outdoor events for the library and senior center. Beginning with the Summer Reading Denison Pequotsepos Nature Center program, this tent has been a wonderful addition to the library and senior center to continue hosting outdoor events when weather permits.

Due to continuing concerns about COVID-19, circulation was still 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 949 eBooks and audiobooks. Thanks to increasing vaccination rates, more people began visiting the library in 2022. There were 4,247 patron visits and 10 curbside visits, with 4,931 books and DVDs checked out, plus 84 interlibrary loans. In addition, 1,124 people attended library events throughout the year.

Thanks to board member Adele Swart, in 2022, the effort to start a Chaplin Friends of the Public Library group was continued from Peter Haines and Anne Sicilian's pre-pandemic work. Adele has helped organize an active group of Friends who assist with library events, plan field trips,

deliver books to homebound residents, create crafts to sell, and more. This group has been an excellent supporter of the library and has more plans in the upcoming fiscal year.

The Library Director applied and was awarded an ARPA grant for \$3000 to purchase 3 in-house laptops, which replaced the current workstations. Patrons can now request to use the laptops in any part of the library. The grant also purchased 2 charging stations, a people counter, and a printer/scanner/copier for patron use. The Library Director also applied and was awarded an ECF grant of \$1741 to purchase Chromebooks and Hotspots for patrons to check out, and a \$500 Hochberg Holocaust and Human Rights Grant to purchase books related to human rights.

On the board, we welcomed new member Brian Cohen, and we thanked Adele Swart for her service. In May of 2022, the town voted to approve adding an alternate member to the library board. Adele Swart was unanimously elected as the alternate at the June 2022 meeting.

Fiscally, the library’s budget ended up overbudget because of building maintenance/repairs (over by \$3164.61) related to the heating and cooling systems, and due to the rising costs of propane (over by \$3870.99) and electricity (\$846.08).

Brief Financial Statement	
Approved Budget	\$84,555.88
Additional Appropriations	\$5,843.96
Actual Expenditure	\$90,399.84

Respectfully Submitted,

- Sandra Horning, Library Director
- Victor Boomer, Chairman
- Jeanette Haines, Vice-Chairman
- Brian Cohen, Member
- Diane Cox, Member
- Leslie Ricklin, Member
- William Jenkins, Member
- Adele Swart, Alternate Member







# *Town of Chaplin, Connecticut*

Incorporated 1822

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**Website: [www.chaplinct.org](http://www.chaplinct.org) Telephone: (860) 455-0073 Fax: (860) 455-0027**

## **CHAPLIN PLANNING & ZONING COMMISSION** **ANNUAL REPORT FOR 2021-2022 FISCAL YEAR**

The following is the Annual Report for the Town of Chaplin Planning & Zoning Commission, for business conducted during the 2021-2022 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 2021-2022 Fiscal Year (July 1, 2021 through June 30, 2022).

### **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 2021 Chaplin Plan of Conservation & Development (POCD) as a guide for the decision-making process of land use applications. The 2021 POCD also identifies several long-term & short-term goals for the Planning & Zoning Commission and also provides direction how to obtain and/or complete these goals.

### **Conducted Business**

During the 2021-2022 Fiscal Year, The Chaplin Planning & Zoning Commission held eleven (11) regularly scheduled meetings, eight (8) public hearings and cancelled one (1) regular meeting. The Commission reviewed and/or acted on three (3) special permit applications, three (3) Regulation Change Applications, one (1) CGS 8-24 referral and two (2) unique zoning permits. Additionally, the Planning & Zoning Commission conducted four (4) 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 nineteen (19) zoning permits for regulated construction activities; four (4) new single-family residences, three (3) pools, seven (7) accessory buildings, two (2) decks, one (1) ground mount solar and two (1) sign permits. In addition, Mr. Gigliotti was able to certify the correct installation and construction of four (4) driveway aprons and also two (2) construction/ tracking pad entrances.

Mr. Gigliotti conducted sixty-eight (68) inspections related to previously issued zoning permits, twenty-eight (28) inspections relating to driveway permits and/or drainage related issues, twenty-five (25) on site meetings with applicants, residents and/or property owners, ten (13) inspections for requested zoning compliance and sixty-five (65) inspections/ investigations relating to zoning enforcement in the Fiscal Year 2021-2022. 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 2021-2022 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. Larger 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 Town hall reopened to the public during the 2021-2022 fiscal year, allowing the public to meet with staff at the Town Hall. The Zoning Enforcement Officer has continued to meet with the public outside the Town Hall, a technique developed during the previous fiscal year. Many people are still not comfortable in returning in person interaction, however meeting with the public outside the Town Hall has proved effective to address concerns of those who do not want to conduct business indoors. Email and website traffic remains the primary choice of the public to contact staff.

**Chaplin Plan of Conservation & Development**

Work to update the Town’s 2010 POCD was completed in the 2021-2022 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 worked the Northeast Council of Governments to updated the 2010 POCD. A number of regular meetings and several special meetings were utilized to complete the work on the POCD update. The 2021 POCD was officially adopted on 11/18/22. The 2021 POCD will be utilized by the commission, staff and the public, to guide the Town in it’s land use making decisions.

**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 2021-2022 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 (and 2021) POCD. The commission will continue to work through the regulations and making revisions that are consistent with the 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. One enforcement matter which has been ongoing for four (4) years was resolved during the 2021-2022 Fiscal Year.

Respectfully Submitted,

Doug Dubitsky, Chairman

**Planning & Zoning Commission Members and Staff**

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

**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, 262.22
Additional Appropriations	\$5515.07
Actual Expenditures	\$31,777.29





## Town of Chaplin, Connecticut

*Incorporated 1822*

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# Recreation Commission Annual Report FY 2021-22

Chaplin Recreation provides numerous events, activities, and programs throughout the year at the schools, community room and Garrison Park. In general, we have noted a decline over the past decade with interest in youth sports however, an increase in adult interest involving disc golf and cornhole.

- Tee ball this year was a fantastic program for roughly 30 individuals learning the game and preparing for the next step. Our Spring and Fall soccer clinics with Coach Melissa were popular with comparable attendance.
- Basketball has been the most popular lately, this year we had 8 teams from grades 3 through 8, both boys and girls. We also held a youth cornhole club and gymnastics club at CES.
- As always, we invite surrounding towns to our programs and this year, we started charging those from out of town a higher rate than Chaplin residents. As discussed, and approved, we felt it unfair that Chaplin residents contributed their taxes AND the same fees as other players. That being said, the addition of players from other towns improves our programs with attendance which provides greater opportunity and options for Chaplin residents.
- The adults are enjoying our new cornhole leagues. We are now up to 8 leagues per year – 2 leagues per night through 4 seasons.
- We hosted 2 movie nights at the park, unfortunately with low attendance but our two concerts at the park were well received.
- The Arboretum is closing completion with now over 40 trees planted with plans for 20 more.
- Disc Golf continues to bring players from not only surrounding towns but surrounding states and our bi-weekly glow league provides friendly competition to roughly 20 players.
- We held our 2<sup>nd</sup> annual Halloween at the park. This was a drive thru where an estimated 100-200 cars drove our half mile track of trunkers and displays. Quite the sight to see with plans to improve next year and make it a walk thru.
- DPW has assisted with building and installing new park benches as well as helped with numerous maintenances of grounds and buildings including a new porch roof for the concession stand, pavilion paint, electrical and light pole installations.
- A utility golf cart was purchased in March and has been a welcomed tool as we use it for park maintenance, sporting equipment and Arboretum care.

Brief Financial Statement	
Approved Budget	\$16,415.54
Additional Appropriations	\$0
Actual Expenditure	\$15,983.04

Respectfully Submitted,

David Stone, Chairman Chaplin Recreation

Officers:

Amelia Nelson – Vice Chairperson, Monica Arbo – Treasurer, Chris Blair – Secretary

Members:

Matt Foster, Clayton Coogan, Shannon Hammond, Josh Woodward, Josh Walmsley

*Town of Chaplin, Connecticut*  
*Town of Chaplin, Connecticut*

**Incorporated 1822**

**Office of the Chaplin Registrar of Voters**

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073 Ext: 319

Fax: (860) 455-0027

Website: [www.chaplinct.org](http://www.chaplinct.org)

Email: [registrars@chaplinct.org](mailto:registrars@chaplinct.org)



**REGISTRAR OF VOTERS**  
**Annual Report FY 2021-2022**

**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 Registrars 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 Registrars 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.

Republican Registrar, Eugene Boomer has continued to take required courses to maintain his Registrar of Voters certification. Democratic Registrar, Ann Lewis resigned which created a vacancy. The Chaplin Democratic Town Committee appointed Will Hooper as Registrar of Voters, and he was sworn in on August 11<sup>th</sup>, 2021. Thereafter, Mr. Hooper appointed Christopher Komuves to be his Deputy Registrar. Mr. Hooper has taken courses to obtain his certification.

Financial Statement	
Approved Budget	\$23,942
Additional Appropriations	None
Actual Expenditure	\$15,243

Respectfully Submitted,  
Eugene Boomer, Republican Registrar  
Stacy Foster, Republican Deputy Registrar  
William Hooper – Democratic Registrar  
Christopher Komuves – Democratic Deputy Registrar

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**STATE OF CONNECTICUT  
OFFICE OF THE SECRETARY OF THE STATE  
Head Moderator's Return**

2021 November Municipal  
November 02, 2021  
Original

Chaplin

**Report of Absentee Ballots**

Congressional District 2

**Number Received from Town Clerk**

**Number Issued**

Absentee	Military	Overseas	Election Day Registration	Presidential	
18	+	0	+	0	+
2	+	0	=	20	

**Number Rejected**

Absentee	Military	Overseas	Election Day Registration	Presidential	
0	+	0	+	0	+
0	+	0	=	0	(-)

Number Counted 20

**Report of Provisional Ballots**

Total Provisional Ballots Issued Town wide 0

**Official Check List Report**

**Names on Official Check List** 1,587

(Names on the Official check list-Names on Active List and names Restored to the Active List on Election Day; also Overseas Ballot Applicants.) (+)

**Election Day Registration** 2

(Total Election Day Registration (EDR) Issued)

**Grand Total Names on Active List** 1,589

**Names Checked as Having Voted** 697

(Total of names-by-name count of ALL names checked on the Official Check List as having voted at the polls, by Absentee ballot and by Overseas Ballot -- including names checked at the absentee ballot central counting location, if any.)

**Total Votes for Governor/President  
All Candidates** 0

(This number should be less than or Equal to names checkes as having voted)

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**TOWN OF CHAPLIN**  
**May 3, 2022**  
**CERTIFICATE OF VOTE**  
**REGIONAL SCHOOL DISTRICT 11 REFERENDUM**

This is to certify that a referendum vote was held in the Town of Chaplin, Connecticut on May 3<sup>rd</sup>, 2022. The polls were open from 12 noon until 8:00 p.m. After the close of polls, the Moderator announced the vote upon the following question:

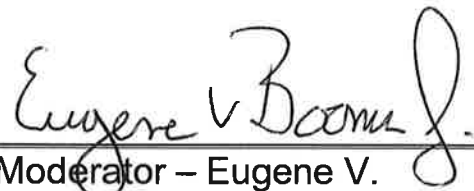
“Shall the sum of \$6,646,927 be appropriated for the operation and maintenance of the Regional District #11 Public School System for the July 1, 2022 through June 30, 2023 fiscal year?”

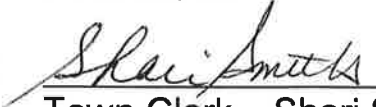
**YES**

**NO**

Total number of names on the official check list at the close of polls:	1613	
Total number checked as having voted:	126	Machine
	0	Absentee Ballot
	126	<b>TOTAL VOTES</b>

Dated at Chaplin Connecticut  
 this 4<sup>th</sup> day of May, 2022.

ATTEST:   
 Moderator – Eugene V. Boomer, Jr.

ATTEST:   
 Town Clerk – Shari Smith

**FINAL RESULTS OF May 3, 2022 RD 11 REFERENDUM:**

Chaplin	Yes	96	No	30
Hampton	Yes	108	No	48
Scotland	Yes	51	No	28
<b>Regional Results</b>	<b>Yes</b>	<b>255</b>	<b>No</b>	<b>106</b>

**BUDGET PASSED**

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**TOWN OF CHAPLIN**  
**May 17, 2022**  
**CERTIFICATE OF VOTE**  
**CHAPLIN ANNUAL BUDGET REFERENDUM**

This is to certify that a referendum vote was held in the Town of Chaplin, Connecticut on May 17<sup>th</sup>, 2022. The polls were open from 12 noon until 8:00 p.m. After the close of polls, the Moderator announced the vote upon the following question:

“Shall the Town of Chaplin appropriate the sum of \$9,496,493 for the General Government and Education Expenditures for Fiscal Year July 1, 2022 through June 30, 2023 as recommend by the Board of Finance?”

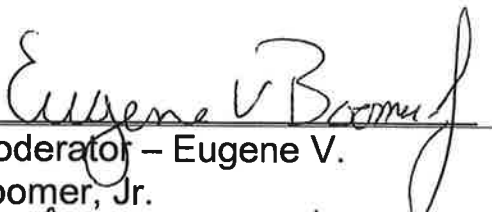
**YES**

**NO**

Total number of names on the  
official check list at the close of polls: 1594  
Total number checked as having voted: 99 Machine  
2 Absentee Ballot  
101 TOTAL VOTES

Dated at Chaplin Connecticut  
this 18<sup>th</sup> day of May, 2022.

ATTEST:

  
Moderator – Eugene V.  
Boomer, Jr.

ATTEST:

  
Town Clerk – Shari Smith

FINAL RESULTS OF May 17, 2022 ANNUAL BUDGET REFERENDUM:

<b>Yes</b>	<b>70</b>	<b>No</b>	<b>31</b>
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**BUDGET PASSED**

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## **Town of Chaplin, Connecticut**

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# **CHAPLIN SENIOR CENTER Annual Report FY 2021-22**

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

Staff Members - Linda Grindle- Asst. Director, Robert Grindle- Cook, Dawn Gilbert - Asst Cook and many dedicated volunteers.

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, Crystal Gebhardt and Janice Godaire

The Center had a successful year, and our membership continues to grow. We currently have 358 registered members. We offer many programs such as exercise classes three times a week, Yoga, Wii Bowling, Bingo, Mahjongg, and a Memoir Group once a week along with craft classes at least once a month. Pickleball is offered twice a week year-round due to the new heating and air conditioning units installed by the town in the Community room and has become very popular. We started a Saturday morning walking club last year which continues to attract more members each week. We offered a variety of entertainment to our members, some in conjunction with the Library, including music, a K9 show, Comedy/Magic show, a Genealogy Program, a Farm to Table night under the tent along with co-sponsoring the Windham Concert Band in June at Garrison Park as part of the town's Bicentennial celebration.

Our weekly lunches that are offered curbside pick up or dine in 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. On average we serve a minimum of 60 meals every Monday and Wednesday for a total of at least 120 meals a week. We also have a Thursday morning breakfast club, where members can bring breakfast items to share and sit and visit.

We had a very successful flu shot clinic in October, and we now offer podiatry services, massage therapy and hair care to our members. For the convenience of the Chaplin residents, we had the tax collector at the center in July and January to collect tax payments.

We continued to offer educational and informative programs, which included Medicare Educational Benefit Presentations, educational discussions with Chaplin's Resident Trooper about how to avoid scams and how to safe guard your home and car from break ins, as well as a seminar about strategies on getting a good night's rest.

We ran two very successful and profitable fundraisers. We held a Fisherman’s Curbside Pickup Breakfast in April, which we plan to offer annually. The second one was our annual Plant and Grinder Sale in May which was a huge success.

With funds from our special revenue account, we had the interior of the Senior Center painted and we had the front of the building re-landscaped.

We applied for and were awarded grant money to purchase a professional massage chair for the members of the Senior Center to use and 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!

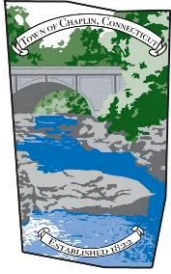
Brief Financial Statement*	
Approved Budget	\$77,176.53
Additional Appropriations	\$1,504.62
Actual Expenditure	\$78,681.15

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

Respectfully Submitted,

Lisa Kegler

Director



## Town of Chaplin, Connecticut

*Incorporated 1822*

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[www.ChaplinCT.org](http://www.ChaplinCT.org)

### **Town of Chaplin TAX COLLECTOR Annual Report FY 2021-22**

Chaplin Tax Collector Annual Report FY 21-22. The Chaplin Tax Office is here to promote efficient, effective and equitable municipal tax collections for Town of Chaplin and its taxpayers. Our office must comply with state law and local ordinances through education and continued training. We are here to work with taxpayers, guide them through processes while continuing to adhere to State Statutes. Our office has a staff of six (6) for this purpose and we are available 40 hours per week. Our office represents the first regional tax office in the State of Connecticut as we are currently collecting for four (4) towns. The tax collector and deputy are members of the Connecticut Tax Collector's Association and the Tolland-Windham County Association. Being a part of these associations helps in keeping up with new legislation and also helps us to gain training hours towards recertification. Currently there are two of us in the office that are certified and three that have begun the classes towards certification.

The collection rate of the current Grand List for fiscal year 21/22 ended at 100.6%.

For Chaplin taxpayers convenience we schedule 2 sessions per year (July and January) at the Chaplin senior center to collect taxes. Our staff along with town administration, continue to serve the residents of Chaplin for these sessions.

It is our pleasure to work with the taxpayers and administration of the Town of Chaplin.

Brief Financial Statement	
Approved Budget	\$39,854.00
Additional Appropriations	\$00.00
Actual Expenditure	\$33,896.80

Respectfully Submitted,

Zayne R. Ring, CCMC

Tax Collector

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**Town of Chaplin, Connecticut**

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www.ChaplinCT.org

**Office of the Town Clerk and Registrar of Vital Statistics  
Annual Report 2021-2022**

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 referenda 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, 2021 to June 30, 2022 the office of the Town Clerk recorded 489 land records. The total income generated from recording these documents was \$ 62,789.00. Of these land records, 47 were property transfers which resulted in \$ 9,231,300 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 2021 Municipal Election, the annual town budget referendum and two Region District 11 referenda.

Each year the Town Clerk attends two conferences. Among this year’s presenters were the Secretary of the State, State Election Enforcement Commission, Department of Health, Department of Agriculture and Department of Revenue Services.

This year the Town Clerk’s office received a grant from the State Library in the amount of \$5,500 to make more of land records available online. We are currently online from 1940 forward to 2022.

In November of 2021 the Connecticut Department of Public Health deployed the Connecticut Electronic Death Registry System which was implemented in our office. We no longer receive paper certificates, and all death events are registered online.

We also are accepting electronic conveyance tax payments through a new Department of Revenue Services online portal called myCTREC.

Approved Budget	\$62,081.86
Additional Appropriations	\$3,319.58
Actual Expenditure	\$65,401.44

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

**Vital Statistics**

July 1, 2021– June 30, 2022

**Births**

**In Town**

Male = 0

Female = 0

**Out of Town**

Male = 11

Female = 8

**MARRIAGES**

In Town = 3

Out of Town = 10

**DEATHS**

**In Town**

Male = 8

Female = 5

**Out of Town**

Male = 10

Female = 5





**Annual Report 2021- 2022**

Town Treasurer Annual Report 2021 – 2022 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, 2022**

**Operation & Investment Accounts:**

Operating Checking - Webster Bank	\$ 800,633.83
Operating Checking – Berkshire Bank	\$ 560,528.59
Webster Investments	\$ 194.14
State of CT STIF Investments	\$ 2,103,923.39
Revenue Collection Accounts Combined	\$ 101,782.08

**Special Revenue Accounts:**

Public Library - Berkshire	\$ 1,247.55
Public Library – Webster	\$ 17,353.34
Recreation – Berkshire	\$ 8,415.66
Recreation – Webster	\$ 784.74
Senior Center – Berkshire	\$ 21,207.08
Senior Center – Webster	\$ 17,353.34

**Capital Improvement Account:**

Webster Bank	\$ 688,441.54
Berkshire Bank	\$ 340,688.49

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	\$9,724,133.00
Actual Expenditure	\$9,625,159.00
Variance	\$ 98,974.00

Respectfully Submitted,

Diana F. Alvarez  
 Chaplin Town Treasurer

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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

**Tree Warden  
Annual Report FY 2021-22**

Ash mortality due to Emerald Ash Borer has increased in town exponentially. As quickly as the list of dead or dying oaks declined, it grew with the number of ash trees to remove. The resources required to combat this list would be roughly 6 months for a single crew. That is, if no others are added to the list. Unfortunately, we no longer have the ability to rent a bucket truck due to language in rental agreements and the unavailability of units. We have increased our expenditures using contracted services. At this time, ownership of a bucket truck makes the most long-term fiscal sense which I plan to address in the months ahead. That aside, DPW continues their efforts, doing what they can with what they have, the current 3-person crew leaves them shorthanded to fully combat tree needs.

Bi-annual surveys of all 36 miles of road, buildings and grounds have been taken and managed to the extent of the resources provided.

All in all, we are in better shape than a few years ago however, much remains to be completed along with ongoing maintenance.

Brief Financial Statement	
Approved Budget	\$1,876.57
Additional Appropriations	\$0
Actual Expenditure	\$1,751.57

Respectfully Submitted,

David Stone, Tree Warden

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**Chaplin Volunteer Fire Department  
Annual Report FY 2021-22**

November 30, 2022

Report for period of July 1, 2021 through June 30, 2022:

- Total of 288 calls.
  - 56 Fire or fire related service calls.
  - 202 Medical calls.
  - 30 Motor vehicle accidents.
- The Town purchased the Fire Department a new Engine Tanker for \$410,000.
- The Chaplin Volunteer Fire Department purchased several pieces of new equipment:
  - Cordless Chainsaw and backup battery.
  - Purchased new rope rescue equipment, replacing items at their end of life and other equipment to update and expand our technical rescue capabilities.
  - Four ice rescue suits with adult harnesses.
  - A new AED.
  - Gas meter pump kit.
  - Power washer.
  - New radio chargers.
- Our First Responders continue to have a good working relationship with the Willimantic Fire Department. The Willimantic Fire Department handles the town's ambulance transports to the hospital.

Brief Financial Statement	
Approved Budget	\$99,450.00
Additional Appropriations	\$0.00
Actual Expenditure	\$95,458.82

Respectfully Submitted,

Joe Pinto

Chief, C.V.F.D.

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## **Town of Chaplin, Connecticut**

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## **Chaplin Zoning Board of Appeals Annual Report FY 2021-22**

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 duties of the Zoning Board of Appeals are set forth in the Connecticut General Statutes, Chapter 124, Section 8-6

The ZBA held three meetings in the 2021–2022 Fiscal Year. We received one application for a variance for # 46 Chaplin Street.

At our November meeting we elected officers for the calendar year 2022, approved our meeting schedule and the 2021-2022 FY budget. At that meeting, we elected William H. Rose IV Chairman, William Jenkins Vice-chairman, and Therese Smith Secretary.

Our FY 2021-2022 budget was \$1,633.00, of which, we spent a total of \$0.00 for expenses.

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,

**William Rose IV (R)** - Chairman-Term End: 11/02/2027

**William Jenkins (R)** - Vice-Chairman-Term End: 11/07/2023

**Therese Smith (U)** - Secretary Term-End: 11/02/2027

**Rosalie Gifford (R)** - Member Term-End: 11/07/2023

**Israel Alvarez (R)** - Member Term End:-11/02/2027

**Brendan Kane (D)** - Member Term End:-11/04/2025

**Victor Boomer (R)** - Alternate Term End:-11/07/2023

**Paul Tetreault (R)** - Alternate Term End:-11/04/2025

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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**

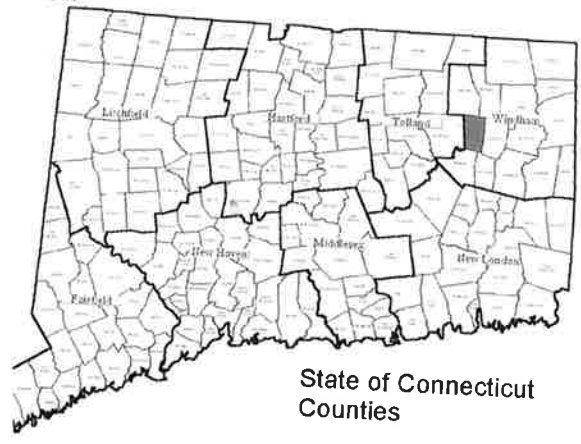
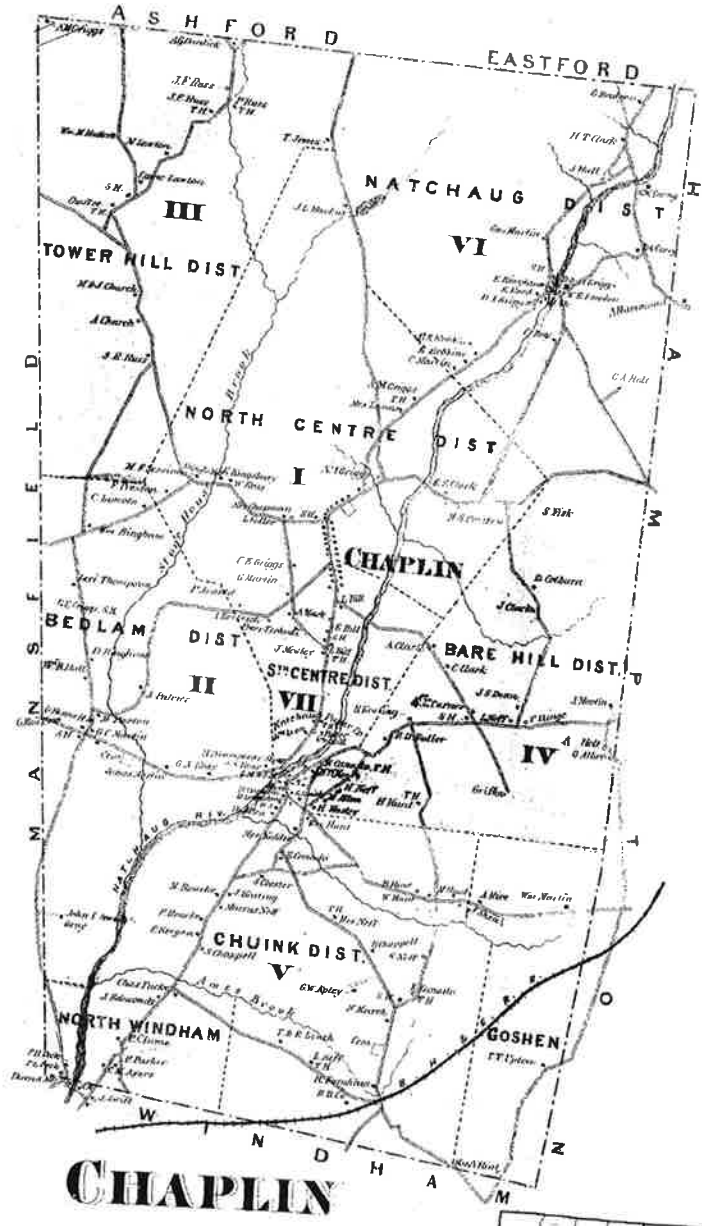
The Annual Report from Regional District 11 is prepared and published separately from Chaplin's annual report.

### **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.

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State of Connecticut  
Counties

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By His Excellency Ned Lamont, Governor: an  
**Official Statement**

*W*HEREAS, upon his death in March 1795, Deacon Benjamin Chaplin did bequeath the sum of 300 pounds to establish a corporate society for the public worship of God, with said place of worship to be located near his home on the Natchaug River; and

*W*HEREAS, in October 1809, an Ecclesiastical Society gained approval from the Connecticut General Assembly, said Society being comprised of residents living in portions of the towns of Hampton, Mansfield, and Windham; and

*W*HEREAS, in May 1822, a petition seeking town privileges was presented to the Connecticut General Assembly by the Chaplin Ecclesiastical Society; and

*W*HEREAS, on July 4, 1822, the first Chaplin Town Meeting was held in the Chaplin Congregational Church; and

*W*HEREAS, over the ensuing two hundred years, generations of Chaplin residents have lived, worshipped, and raised families together; and

*W*HEREAS, on September 10, 2022, the Town of Chaplin will host an event called “Celebrate Chaplin 200” to celebrate its Bicentennial Anniversary; now

*T*HEREFORE, I, Ned Lamont, Governor of the State of Connecticut – in recognition of the Town of Chaplin on this special and historic occasion – do hereby officially proclaim the day of Saturday, September 10, 2022, to be the

*200<sup>th</sup> Anniversary of  
the Town of Chaplin*

in the State of Connecticut.



*Ned Lamont*

GOVERNOR

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By Her Excellency Susan Bysiewicz, Lieutenant Governor

## Official Statement

I take great pleasure in offering my sincerest congratulations to

### The Town of Chaplin

in celebration of its Bicentennial Anniversary. Throughout its long 200-year history, the residents of Chaplin have lived in harmony, worshipping, raising families, and growing their community together. Chaplin is a beautiful bright spot in the state of Connecticut, and it is my honor to celebrate this momentous occasion with the town.

Congratulations on this incredible achievement!



Signed this 10th Day of September, 2022

  
LIEUTENANT GOVERNOR