

**TOWN OF CHAPLIN ANNUAL REPORT
07-01-2014 TO 06-30-2015**

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TOWN OF CHAPLIN

List of Officers
as of 4/6/16

Board/Commission/Department	Officer Name	Officer Name	Party	Term Start	Term End
DEPARTMENTS					
Assessor	Chandler	Rose			
Building Official	Terry	Bellman			
Building Official - Assistant Inspector	Tracy	Bragg			
Burning Official	Jason	Chilly			
Chief Sanitarian/Eastern Highlands Health	Jeffrey	Polhemus			
Emergency Management Director	Jim	Randall			
Fire Department Chief	Christopher	Bray			
Fire Investigator	Chad	Molochnick			
Fire Marshal	Noel	Waite			
Fire Marshal - Deputy	Daniel	Garrett			
Judge of Probate	Honorable John	McGrath			
Municipal Agent for the Elderly	Carol	Palonen			
Public Works Foreman	Steve	Guay			
Sexton	Eugene	Boomer			
Senior Center Director	Roxanne	St. Jean			
Superintendent of Schools	Kenneth	Henrici			
Tax Collector	Gay	St. Louis			
Tree Warden	David	Stone			
Zoning Officer	James	Gigliotti			
BOARD OF SELECTMAN					
First Selectman	Matthew	Cunningham	Republican	11/3/2015	11/7/2017
Selectman	William	Rose	Republican	11/3/2015	11/7/2017
Selectman	Irene	Schein	Democrat	11/3/2015	11/7/2017
BOARD OF ASSESSMENT APPEALS					
Chairman	Vacancy	Board of Assessment Appeals		11/5/2013	11/7/2017
Member	Eugene	Boomer	Republican	11/3/2015	11/7/2019
Member	Matthew	Foster	Republican	11/3/2015	11/7/2017

TOWN OF CHAPLIN

List of Officers
as of 4/6/16

Board / Commission / Department	First Name	Last Name	Party	Exp. Start	Term End
BOARD OF EDUCATION					
Chairman	Stacy	Foster	Republican	11/5/2013	11/5/2017
Vice-Chairman	William	Hooper	Democrat	11/3/2015	11/5/2019
Member	John	Bolduc	Democrat	11/5/2013	11/5/2017
Member	Jaelyn	Chancey	Democrat	11/3/2015	11/5/2019
Member	Stephanie	Harrington	Republican	11/3/2015	11/7/2017
Member	Justin	Rondash	Republican	11/3/2015	11/5/2019
Member	Jamison	Spalding	Republican	11/3/2015	11/5/2019
BOARD OF FINANCE					
Chairman	Richard	Weingart	Democrat	11/3/2015	11/2/2021
Vice-Chairman	Bruce	Raymond	Democrat	11/5/2013	11/5/2019
Secretary	Jean	Lambert	Republican	11/3/2015	11/2/2021
Member	Marc	Johnson	Republican	11/3/2015	11/5/2019
Member	Cesar	Beltran	Democrat	11/5/2011	11/7/2017
Member	Doug	Dubitsky	Republican	11/8/2011	11/7/2017
Alternate	Vacancy	Board of Finance		11/3/2015	11/2/2021
Alternate	Vacancy	Board of Finance		11/3/2015	11/5/2019
Alternate	Matthew	Foster	Republican	11/3/2015	11/7/2017
CONSERVATION COMMISSION					
Member	Christopher	Komuves	Democrat	10/7/2010	6/30/2015
Member	Scott	Matthies	Democrat	7/1/2013	6/30/2019
Member	Phillip	Rusch	Unaffiliated	7/1/2013	6/30/2019
Member	Juan	Sanchez	Unaffiliated	7/1/2011	6/30/2017
Member	Vacancy	Conservation Commission			
Member	Vacancy	Conservation Commission			
Alternate	Vacancy	Conservation Commission			
Alternate	Vacancy	Conservation Commission			
Alternate	Vacancy	Conservation Commission			
HISTORIC DISTRICT COMMISSION					
Chairman	Paul	Peifer	Republican	9/1/2013	9/30/2018

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TOWN OF CHAPLIN
List of Officers
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Board/Commission/Board Name	First Name	Last Name	Party	Term Start	Term End
INLAND WETLANDS COMMISSION					
Vice Chairman	Warren	Church	Democrat	1/9/2013	9/30/2018
Member	Diane	Cox	Democrat	11/5/2015	9/1/2020
Member	Jean	Givens	Democrat	9/1/2014	9/30/2019
Member	Kitty	Leshay	Democrat	9/1/2011	9/30/2016
Alternate	Carl	Lindquist	Unaffiliated	9/1/2011	9/30/2016
Alternate	Catherine	Smith	Democrat	9/1/2015	9/1/2020
Alternate	Paige	Westerfield	Democrat	9/1/2011	9/30/2016
LIBRARY BOARD OF TRUSTEES					
Chairman	Victor	Boomer	Republican	11/8/2011	11/7/2017
Vice-Chairman	Alan	Burdick	Republican	11/5/2013	11/5/2019
Member	Catherine	Dietrichsen	Republican	11/3/2015	11/2/2021
Member	Eunice	Edelman	Republican	11/3/2015	11/2/2021
Member	Sandra	Horning	Democrat	11/5/2013	11/5/2019
Member	William	Jenkins	Republican	11/3/2015	11/2/2021
Member	Vacancy	Library Board of Trustees		11/8/2011	11/7/2017
Member	Kelly	Pothier	Democrat	11/5/2013	11/5/2019
Member	Rebecca	Stockdale-Wolley	Democrat	11/8/2011	11/7/2017

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TOWN OF CHAPLIN

List of Officers

as of 4/6/16

Board/Commission/Department	List Name	Last Name	Party	Term Start	Term End	
PLANNING AND ZONING COMMISSION	Chairman	Doug	Republican	11/8/2011	11/7/2017	
	Vice Chairman	Peter	Republican	11/3/2015	11/2/2021	
	Secretary	Helen	Democrat	11/3/2015	11/2/2021	
	Member	David	Democrat	11/8/2011	11/7/2017	
	Member	Randy	Republican	11/8/2011	11/7/2017	
	Member	Alan	Republican	11/5/2013	11/5/2019	
	Member	Eric	Republican	11/5/2013	11/5/2019	
	Alternate	Kenneth	Republican	11/8/2011	11/7/2017	
	Alternate	William	Republican	11/3/2015	11/2/2021	
	Alternate	William	Republican	11/3/2015	11/2/2021	
	Alternate	Vacancy	Planning & Zoning		11/5/2013	11/5/2019
	Alternate					
	RECREATION COMMISSION	Director	Vacancy	Recreation Commission		
Chairman		Matthew	Republican	7/1/2014	6/30/2016	
Vice Chairman		Paul	Republican	7/1/2015	6/30/2017	
Member		Matthew	Republican	7/1/2015	6/30/2017	
Member		Vacancy	Recreation Commission			
Member		Vacancy	Recreation Commission			
Member		Vacancy	Recreation Commission			
Member		Vacancy	Recreation Commission			
Member		Vacancy	Recreation Commission			
Member		Vacancy	Recreation Commission			
Member		John A.	Republican	7/1/2015	6/30/2017	
Member		Denise	Unaffiliated	7/1/2015	6/30/2017	
REGIONAL DISTRICT #11						
Chairman	Stephen	Dunn				
Vice-Chairman	Jennifer	Nelson				
Secretary	Stacy	Foster	Republican	7/1/2015	6/30/2018	
Treasurer	George	Askew				
Member	Stephanie	Harrington	Republican	7/1/2013	6/30/2016	
Member	Sally	Ireland	Republican	7/1/2014	6/30/2017	

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TOWN OF CHAPLIN

List of Officers
as of 4/6/16

Commission/Department	First Name	Last Name	Party	Term Start	Term End
REGISTRAR OF VOTERS					
Registrar - Republican	Eugene	Boomer	Republican	1/7/2015	1/4/2017
Deputy Registrar - Republican	Stacy	Foster	Republican	1/7/2015	1/4/2017
Registrar - Democrat	Vacancy	Registrar - Democrat		1/7/2015	1/4/2017
Deputy Registrar - Democrat	Sara	Lopez	Democrat	1/9/2013	1/7/2017
SENIOR CENTER BOARD OF DIRECTORS					
Chairman	Doreen	Bolduc	Republican	7/1/2015	6/30/2018
Member	Vacancy	Board of Directors Senior Center		7/1/2015	6/30/2018
Member	Vacancy	Board of Directors Senior Center		7/1/2014	6/30/2017
Member	Vacancy	Board of Directors Senior Center		7/1/2013	6/30/2016
Member	Patricia	Boyd	Unaffiliated	7/1/2013	6/30/2016
Member	Carl	Linkkila	Unaffiliated	7/1/2014	6/30/2017
Member	Marilyn	Nurme	Republican	7/1/2013	6/30/2016
Member	Ruth	Randall		7/1/2014	6/30/2017
Member	Walter	Zlotnick	Democrat	7/1/2015	6/30/2018
Alternate	Carol	Rose	Republican	7/1/2011	6/30/2014
Alternate	Randy	Godaire	Republican	7/1/2014	6/30/2017
Alternate	Neil	Muckenhoupt	Democrat	7/1/2014	6/30/2017
TOWN CLERK					
Town Clerk	Shari	Smith	Republican	1/4/2016	1/1/2018
TREASURER					
Treasurer	Diana	Fiasconaro	Republican	11/3/2015	11/7/2017
Treasurer - Assistant	Suzanne	Gluck	Republican	11/5/2015	11/7/2017
ZONING BOARD OF APPEALS					
Chairman	Susan	Peifer	Republican	11/3/2015	11/2/2021
Vice-Chairman	William	Jenkins	Republican	11/8/2011	11/7/2017
Secretary	Lisa	Courcier	Democrat	11/5/2013	11/5/2019
Member	Douglas	Cates	Democrat	11/3/2015	11/2/2021
Member	Rosalie	Gifford	Republican	11/8/2011	11/7/2017

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TOWN OF CHAPLIN

List of Officers

as of 4/6/16

Commission/Department	First Name	Last Name	Party	Term Start	Term End
Member	Vacancy			11/5/2013	11/5/2019
Alternate	Kitty	Zoning Board of Appeals	Democrat	11/3/2015	11/2/2021
Alternate	Paul	Tetreatult	Republican	11/5/2013	11/4/2019
Alternate	Vacancy	Zoning Board of Appeals		11/1/2011	11/7/2017
JUSTICE OF THE PEACE					
	Eugene	Boomer			
	Victor	Boomer			
	Patricia	Boyd			
	Jack	Collins			
	Amy	Cournoyer			
	Diane	Cox			
	Bert	Gunn			
	Henry	Hansen			
	William	Jenkins			
	Julie	LaCasse			
	Jean	Lambert			
	Rusty	Lanzit			
	Thomas	Stone			

Chaplin Board of Selectmen Annual Report Fiscal Year 2014-2015

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 Resident State Trooper report, hearing report from Board of Finance Chair, 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.

The Grand List increased about 5.7%, largely due to the new transmission lines installed by Eversource.

The School Study with Milone and MacBroom proceeded, which included setting up a committee consisting of residents from the three Towns to be part of the process. Several meetings ensued presenting the results to the citizens and Town officials.

The Board voted to sign on to the Clean Energy Program where points are earned from energy saving projects toward future energy saving projects. ConServ Project proceeded to work on the Library climate controls to make them more efficient, with no upfront costs and the savings gained this project paid for itself, as well as covering costs to insulate and replace exterior doors at the Town Hall. Points earned here will allow future work on lighting at the Department of Public Works at low or no cost to the taxpayers.

The Board approved, as in past years, to sign an agreement with the Town of Hampton to engage in the Small Cities Grant Program in order to acquire grant funds for the Hampton Regional Housing Program.

Mark Miles, DPW crew member resigned as of November 20, 2014. Benjamin Shipton was hired as DPW crew member.

Karen O'Gorman was appointed as alternate to Senior Center Board of Directors. Julie LaCasse was appointed to Library Board of Trustees, but later resigned. Sandra Horning was appointed substitute Assistant Librarian. Recreation Director was created. At Annual Town meeting four citizens elected to Recreation Commission and Stacy Foster elected to serve on District Regional 11 Board. Jean Givens was appointed to Historic District Commission. Jason Chilly was appointed as an alternate to the Board of Finance, and Burning Official when previous Burning Official resigned. Noel Waite was appointed as temporary Fire Marshall We reappointed Claude Garritt to trap nuisance animals. Fire House rental policies were reviewed and clarified as needed.

Employee Handbook items were reviewed and clarifications made.

During this year our section of Airline Trail improvement project was completed with some funds left over for items like benches and signs.

Speed enforcement Grant funds allowed for more hours devoted to activity, and reports showed results.

**Chaplin Board of Selectmen
Annual Report Fiscal Year 2014-2015**

Carpeting at the Town Hall was replaced. Old Post office was spruced up with stain and painted trim, and Resident State Trooper's office was relocated in the rear of the building. Chewink Cemetery walls rebuilt.

Museum funds of \$1,910.71 were moved from Museum Funds to designated General fund item to be used for historic purpose. Firehouse rental policies and fees were revised. The Town acquired grant funds with the Town of Mansfield to conduct a border survey to clarify some inconsistencies along our borders. The Grange was finally sold for \$50,000. The Town received additional funds to complete replacement of the Darling Pond dam; and groundbreaking for the replacement of the North Bear Hill Road Bridge is expected in the Spring of 2016. Bridge deck and repairs were made on Tower Hill Road Bridge. The Road closed for a few short weeks. We voted to sign on to the Northeastern Council of Government's Regional Hazard Mitigation Plan, a mandatory action to qualify for FEMA funds. Cost of Resident State Trooper increased from 70% to 85% and additional funds were allocated at a Town Meeting. Mill rate remained at 35.5. Board approved 2.25% increased in wages and salary for all employees. And at the Annual Town Meeting on May 11, 2015 the Budget of \$7,982,667 was presented for 2015-2016 and approved by the citizens at a referendum on May 19th.



2015 Annual Report

NECCOG is focused on achieving results for our member towns through regionalism — offering a range of voluntary — member initiated programs and services — depending on the collective and/or individual needs of our member towns. These programs include: transportation planning and project assistance; engineering; land use planning and regulation development; economic development; administrative assistance; animal services; transit administration; property revaluation; emergency preparedness; geographic information services and paramedic intercept services. Our regional approach to problem solving enables our member towns to achieve efficiencies and economies of scale that individually would be difficult to realize. NECCOG's staff, acting as an extension of each member town, has a wide range of expertise and experience to address and assist our member towns with their collective and individual needs. NECCOG is a state leader in the innovation, development, advocacy and application of regionalism, is a 16-town regional council of governments founded in 1987.

Highlights for 2015 include:

- The final year of Phase I (which covered 5 years) of our **Regional Revaluation Program**. NECCOG put in place the first ever regional revaluation program in Connecticut in 2009. The resulting savings to the participating towns was significant — estimated at more than \$650,000.
- Continuation of the **Regional Paramedic Intercept Program** - which began in 1999. NECCOG operates a regional paramedic intercept program to provide advanced life support services for a majority of the towns in its region. Advanced Life Support (ALS) provides a higher level of care delivered in the field to patients than Basic Life Support (BLS). The program is paid for by our participating towns on a fixed transport cost (currently \$130 per transport). Part of the transport cost is paid by Day Kimball Hospital and Baucus Hospital - resulting in the town transport cost being \$89. NECCOG takes no administrative fee and covers all administrative costs through its general membership assessment.
- NECCOG was awarded a Regional Performance Incentive Program (RPIP) Grant by the Connecticut Office of Policy and Management (OPM) to conduct a study of the **pre-hospital emergency care system** in the region covered by NECCOG. The goal of the study is to evaluate, in consultation/coordination with the region's pre-hospital care community, the current pre-hospital emergency care system in the Region, examine alternatives to the current delivery system and make recommendations (as warranted) to enhance patient care.
- NECCOG, since 2004, has operated a **Regional Animal Services Program**. The Program began with three towns and now serves ten towns (adding Putnam in 2015) with 24/7/365 services. Each year the program receives in excess of 7,000 calls, conducts approximately 450 investigations and places approximately 400 animals. To date, the program has placed more than 4,600 animals and no animal has been euthanized due to lack of space.
- NECCOG was awarded a Regional Performance Incentive Program (RPIP) Grant to undertake a pilot program for regional **Trap, Spay, Neuter, Release and Maintain Program**. The goal is to decrease the amount of stray intake rates to the local shelters, reduce nuisance complaints: noise, odors, and cat fights. TNR will also help with rodent control, protection of public health, decrease environmental and wild life concerns, and decrease kitten mortality rates. NECCOG, on a regional basis, will attempt to spay or neuter between 500-1000 feral cats.

- The **Engineering Services Program** (begun in 2007), the only such one in Connecticut, provides professional engineering services full-time for the towns of Ashford, Brooklyn, Canterbury, Pomfret, Putnam and Woodstock (added in 2015) Essentially, these towns split the cost of having a professional engineer with the benefit of having such services available on an on-call basis — at no additional cost. Engineering services include site design; site review; environmental permitting (underground storage tanks and septic systems); drainage calculations; sewer design and review; zoning and subdivision application review; inland wetlands reviews; road design; report and specification writing; contract preparation; quantity takeoffs and cost estimating; and construction inspection.
- **Geographic Information Services** (GIS) has been used by NECCOG for more than a decade. In 2008, with the assistance of a Regional Performance Incentive Grant, NECCOG began work on putting in place a fully regional GIS system. The backbone of the system is highly accurate parcel data. In 2015, NECCOG worked to assist the Town of Ashford in the update of the Town's plan of conservation and development. This work, performed by NECCOG staff, is now complete. Also in 2015, NECCOG continued work to facilitate the update of the Town of Eastford Plan of Conservation and Development. This work is also being done on a fee basis and General fund monies. Work also began on the Town of Scotland's POCD. Work also began on the regional POCD.
- NECCOG has an ongoing role in **economic development** for the Region. We provide assistance to towns on an individual project basis (providing maps, demographic data, site analysis, etc.) or with strategic planning, the region in terms of strategic planning, and information of business looking to locate or expand in the Region. NECCOG facilitates the Northeast Economic Partnership Comprehensive Economic Development Strategy (CEDS) in accordance with the guidelines of the US Economic Development Administration. The Northeastern Connecticut CEDS is the product developed with broad base and diverse community participation that addresses the economic challenges and potential of the Region. The organization also administers the Eastern Connecticut Enterprise Corridor (ECEC). The ECEC, established by statute in 1994 covering properties in 10 communities (primarily in association with Interstate 395), is regional rural version of the more common urban enterprise zone.
- Since 1998, NECCOG has been the administrator of the **Northeastern Connecticut Transit District** (NECTD). NECTD is the public transportation provider for northeastern Connecticut, available for all residents and visitors to our region. In 2015 the District provided 42,835 rides - a 25% increase since 2010.
- NECCOG is responsible, in coordination and consultation with the Connecticut Department of Transportation, for making **transportation** decisions in the region. NECCOG is the designated recipient of the United States Department of Transportation planning funds for use in performing transportation planning work through the Connecticut Department of Transportation. A major project underway in 2015 was an update to a 1995 management plan for **Connecticut Route 169** - one of only two Connecticut roads designated as National Scenic Byways.
- NECCOG is responsible for several elements of **emergency management**: Local Emergency Preparedness Committee coordination, Community Emergency Response Team (CERT) Program coordination, Region IV DEMHS assistance, and **Natural Disaster Mitigation Planning and Maintenance** developed in accordance with FEMA guidelines and regulations and intended to reduce or mitigate the impacts of natural hazards on the Region. The Natural Hazard Mitigation Plan for the Region was completed and approved by DEHMS and FEMA in 2015.

2014-2015 Annual Report

ASSESSORS OFFICE

The Office of the Assessor is responsible for discovering, listing and valuing taxable and exempt real and personal property within the corporate limits of the Town of Chaplin. We appraise real estate based on the market value and maintain a "street card" on every parcel. State statutes govern almost every function and responsibility of the Assessor's Office and requires us to perform revaluations every five years. Chaplin completed a town-wide revaluation for the October 1, 2013 Grand List.

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

The 2014 Grand List indicates 1239 real property accounts, 264 personal property accounts, and 2,654 registered motor vehicles.

It is my responsibility to update the street cards when any changes occur. The Assessor must inspect and value all newly created lots and newly constructed homes, as well as any changes, improvements or additions to existing properties.

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, Chandler Rose, Assessor at (860) 455-0073 x314. Office hours are Tuesday's from 5:00 p.m. to 7:00 p.m. or by appointment.

The 2014 Net Grand List increased 5.7% and compares as follows:

	<u>2013 Grand List</u>	<u>2014 Grand List</u>
Real Property:	123,724,210	124,477,950
Motor Vehicle:	16,132,410	16,465,730
Personal Property:	<u>9,179,080</u>	<u>16,532,130</u>
Net Grand List:	149,035,700	157,475,810
NET GRAND TOTAL:	149,035,700	157,475,810

CHAPLIN BOARD OF FINANCE ANNUAL REPORT
For Fiscal Year July 1, 2014 to June 30, 2015

The Chaplin Board of Finance operates under the 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 unless that Monday is a holiday, at which time the meeting is held on the following Tuesday. Additional special meetings are held in conjunction with the preparation of the town budget which is formally presented at the Annual Town Meeting in May. This is a six member board with a Chair and Vice Chair. We currently have Six members and 1 alternate member. A recording secretary is hired to take minutes, which are filed with the Town Clerk, and also completes other tasks as needed. The members are as follows:

Chair: Richard Weingart

Vice-Chair: Bruce Raymond

Members: Doug Dubitsky, Cesar Beltran, Marc Johnson, Jean Lambert, Matt Foster (Alternate)

The Chaplin Board of Finance oversees Town finances, compiles budget requests, and holds a Public Hearing on these requests. Other duties include requesting, compiling and publishing the Town's Annual Report, setting the mill rate, and choosing an auditor.

The Board expended \$19,884.00 on its own operations for the year. Of that amount approximately \$17,200.00 was needed for professional financial services. These services were needed due to the increasing demands of the State to comply with more detailed accounting and auditing standards. The board's budget also funds the printing of the annual report, legal notices, and the recording secretary's salary.

The Town expended \$7,909,544, million dollars for the year (budgetary basis) with the following breakdown:

General Government:	\$ 1,729,959.00
Chaplin Elementary School:	\$ 3,250,634.00
RSD11 Parish hill MS/HS:	\$ 2,443,747.00
Capital Improvements:	\$ 482,200.00
Debt Service:	\$ 27,790.00
Total:	\$7,909,544.00

The Town received \$7,886,520, million dollars for the year(budgetary basis) with the following breakdown:

Property Taxes:	\$5,133,579.00
Reimbursements in lieu of taxes:	\$ 173,546 □
St. & Fed. funding for Operations:	\$ 189,072.00
State Educational Funding:	\$1,953,876.00
Receipts for Town Services:	\$ 39,819.00
Town Clerk Revenues:	\$ 4,868.00
Miscellaneous Revenues:	\$ 187,513
Total:	\$7,886,520.00

The Town operated with a mill rate of 35.05, which there was no increase from FY 2014-15. The tax collection rate was 97.8% of the current year tax levy.

For FY 2015-16, the Board of Finance approved a budget of \$7,717,229 million with a mill rate at 35.05, with no increase from FY 2014 - 15. The budget was approved at a Town Referendum on May 19, 2015.

Respectfully submitted

Richard Weingart, Chair BOF

Health District Staff

Robert L. Miller, MPH, RS.....Director of Health
 Kenneth Dardick, MD.....Medical Advisor
 Glenn Bagdoian, RS.....Sanitarian II
 Millie Brosseau.....Administrative Assistant
 John Degnan, MA.....Public Health Emergency
 Response Coordinator
 Jordana Frost, MPH.....CPH Project Specialist
 Holly Hood, MPH, RS.....Sanitarian II
 Sherry McGann, RS.....Sanitarian II
 Jeff Polhemus, RS.....Chief Sanitarian
 Jody Schmidt, MS, RS.....Sanitarian II
 Lynette Swanson.....Environmental Health Inspector
 Ana Zeller, RD.....Community Health and
 Wellness Coordinator

Mission Statement -

Eastern Highlands Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotion of wellness and protection of our human environment.

Vision - Healthy people, healthy communities...healthier future.



Message from the Director

Central to the goals of the Eastern Highlands Health District is our mission to prevent illness and promote wellness. We do this by placing our community members at the center of all we do. This, I believe, is illustrated best by our stated vision. "Healthy people, healthy communities...healthier future." It is our communities, comprised of every individual within, which are the focus of all efforts here at the Eastern Highlands Health District. With every program we administer, every initiative we pursue, and every service we provide, our guiding principle is to minimize illness, and maximize wellness in all 80,000 individuals within our boundaries.

A lofty goal? Perhaps. However, it is this drive within our agency, and among our staff, with the support of our board of directors that has helped sustain the high quality, dedicated service our communities continue to enjoy today.

I would like to take this opportunity to highlight just a few of the agency fiscal year 2014/2015 activities that are supporting our efforts to achieve a healthier future for all individual community members:

Information Technology - Progress continues on our web-based application and permit tracking project. This initiative, when complete, will greatly improve the ease and efficiency of the permit application process, while improving staff productivity with real-time field table mobility. Be sure to look for the project launch in FY 15/16!

Community Health - The agency was awarded \$100,000 from the American Planning Association to spearhead the Plan4Health initiative within our boundaries. This initiative seeks to engage local town planning officials in a public health planning partnership that will promote place making as a strategy for promoting healthy behaviors.

Emergency Public Health Preparedness - The Eastern Highlands Health District was very active in the response to the ebola scare. Countless staff hours were spent working with local and school officials to address citizen and parent concerns. This response, in fact included active monitoring and surveillance activities.

As always, it is immensely important to recognize our community partners. Together we comprise a local public health network that continues to make great strides in protecting the communities we serve. I thank you for your dedication and commitment to local public health.

My door is always open.

Yours in Health,

Robert L. Miller, MPH, R.S.
 Director of Health



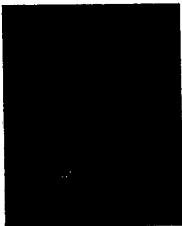
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Tel: (860)429-3325 • Email: ehhd@ehhd.org • www.ehhd.org



Back: Rob Miller, Jordana Frost, Jeff Polhemus, Glenn Bagdoian, John Degnan, Holly Hood Front: Millie Brosseau, Ana Zeller, Sherry McGann, Jody Schmidt

Below: Medical Advisor Dr. Kenneth Dardick



EHHD Board of Directors

Elizabeth Paterson (Chair)..... Town of Mansfield
 John Elsesser (Vice Chair)..... Town of Coventry
 Joyce Stille (Assistant Treasurer).....Town of Bolton
 Alisa Bray..... Town of Chaplin
 Maria Capriola (Alternate).....Town of Mansfield
 Rick Field..... Town of Tolland
 Matt Hart.....Town of Mansfield
 Michael Kurland..... Town of Mansfield
 Robert Morra (Alternate).....Town of Bolton
 Natasha Nau..... Town of Columbia
 Christina Mailhos (Alternate)..... Town of Willington
 Paul Schur.....Town of Willington
 M. Deborah Walsh..... Town of Coventry
 Steve Werbner..... Town of Tolland
 Mike Zambo.....Town of Ashford
 Vacant..... Town of Andover
 Vacant.....Town of Scotland

Emergency Preparedness Report

July 1, 2014– June 30, 2015

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

July-2014

Meetings attended for this month: ESF-5, Training & Exercise Committee, REPT

- 8th Compiled/updated Dept. of Public Works list; distributed to Hampton, Scotland, Chaplin FD
- 14th Went over shelter supplies & ham radio antenna with new CES Principal King
 - Picked up Speco Mega Phone from J&S Radio
 - Purchased 5/32 HexKey and ID Tags – Professional Lock Co.
- 15th Attended CVFD CPR Class
- 18th Inspected/discussed peeling caulk on American Hauler Trailer roof w/Selectman Bill Rose IV
- 24th Attended Pet Sheltering Class at Norwich EOC
 - Delivered Pet Posters/Magnets to Chaplin Church and School
- 29th Attended REPT Meeting which approved 2014 budget to be sent to CEOs

August-2014

Meetings attended for this month: ESF-6, REPT

- 5th Met with Jesse Sperry (new CES maintenance person) and went over shelter supplies, Red Cross box, ham antenna, and spoke of pet location
- 7th Located and delivered a cabinet cooling fan (Mansfield Depot Surplus) to Chaplin Town Hall
- 12th Gave Assistant Chief Chesters 3 boxes of N95 masks
- 13th Discussed at ESF-6 meeting upcoming Red Cross Training Day in Groton
- 20th Spoke to Del Craig about WRD transportation & got contact numbers
- 28th Attended CL&P Electrical Safety Class

September-2014

Meetings attended for this month: ESF-4, ESF-5, ESF-6, REPT

- 2nd Worked with Ham Radio Instructor & ordered Ham Radio TNCs
- 9th Attended ESF-6 Red Cross Meeting - Mass Care
- 24th Attended ESF-4 new info on I-TAC now called 8 Call
- 25th ARES Ron Pariseau approved laptop & ham radio for correct cables
 - Inquired/purchased with Ron Pariseau ham radio cables at Cables & Connectors store
- 30th Hi-Band radio test with Darlene (DEMHS secretary)

October-2014

Meetings attended for this month: ESF-4, ESF-6, CEMA, REPT, NECCOG, Training & Exercise

- 9th Called Everbridge about Alert System
 - Spoke to DOT chipper – trim trees at intersection of Cross Rd/RT 6
 - Gave CES Vicki (cooking staff) latest USDA info for Disaster Feeding
- 14th CEMA – CL&P (Berlin)
- 18th ESF-6 Red Cross Training
- 20th Class on Drones w/CCS Professor (Guilford)
- 21st Met w/PHHS custodian to set up generator test
- 25th NECCOG – Large Animal Rescue Class
- 27th NECCOG – Annual EMD update w/Deputy Commissioner

November-2014

Meetings attended for this month: ESF-3, ESF-5, ESF-6, REPT, Training & Exercise

- 3rd Called Kochek Co. (no longer selling fire equipment to FD)
- 6th ESF-3 Public Works Meeting
- 7th ESF-11 reported public work's town truck in repair shop
- 12th ESF-6 Red Cross Meeting
Training & Exercise Meeting
- 15th Scotland FD SMART Tag Training
- 18th ESF-5 EM Meeting
- 20th Ordered 4" storz cap from Darley
- 25th REPT Meeting

December-2014

Meetings attended for this month: ESF-4, ESF-5, ESF-6

- 4th Picked up Chaplin Ham Radio & delivered to CES shelter
- 7th Sand Bag Class (Sterling, CT)
- 10th ESF-6 Red Cross Meeting
ESF-5 EMD Meeting at SECCOG
- 16th ESF-4 IMT Meeting
Hi Band Radio Test
- 30th Purchased Tire for SART Trailer
Moved American Hauler Trailer & inflated tire
- 31st Dropped off American Hauler Trailer at Freedom RV for roof repair

January-2015

Meetings attended for this month: ESF-4, ESF-5, ESF-10, REPT, Training & Exercise

- 8th Attended Region 4 Coordinator's father's funeral
- 9th Spoke to Kristin Doundoulakis Public Works – commenting on sandbagger machine
- 13th ESF-5 EM Meeting at NECCOG
- 19th EMDs (Scotland, Hampton, Chaplin) discussion on using PHHS as a regional shelter for the 3 towns
- 20th ESF-10 Hazmat Meeting in Montville
- 21st Training & Exercise Meeting
Picked up American Hauler Trailer from Freedom RV
- 26th Governor's conference call concerning blizzard
- 27th Posted Governor's Declaration 43 to allow transport besides ambulance during bad weather
- 28th REPT Meeting
ESF-4 Meeting
- 29th Submitted 2015-2016 Emergency Management Budget for the Town of Chaplin

February-2015

Meetings attended for this month: ESF-4, ESF-5, ESF-6

- 3rd Governor's Conference call concerning winter storm
- 6th Spoke to DEEP Linda Wenner concerning the borrowing of SART items
- 11th ESF-6 Meeting at Norwich EOC
ESF-5 SECCOG Meeting at Mohegan Sun
- 25th ESF-4 Firefighting Meeting at Franklin
Ordered AED batteries and 2 contacts for Senior Center

March-2015

Meetings attended for this month: ESF-3, ESF-4, ESF-5, ESF-10, REPT, CEMA, Training & Exercise

- 4th Picked up Senior Center AED batteries & 2 contacts
8 Call 90 Roll Call
- 9th Code Red call from EHHD
Replaced AED batteries & contacts at Senior Center
- 10th ESF-5 NECCOG Meeting at Brooklyn – discussed new Dam Laws; Stocks Box Demo and earthquake information from Paul Yellon
Spoke to Noel Waite concerning an animal hoarding situation
- 11th CEMA Meeting & Drone class
- 17th ESF-10 Hazmat Meeting
- 18th Hi-Band Radio Test
Training & Exercise Meeting
- 25th ESF-4 Firefighting Meeting (Franklin)
REPT Meeting
- 26th ESF-3 Public Works Meeting
- 30th EMPG paperwork with Town Accountant (Val Garrison)
- 31st Spoke to Gary Schneider about SART Trailer
Spoke to Ron Pariseau about Ham Radio

April-2015

Meetings attended for this month: ESF-4, ESF-5, REPT, Training & Exercise

- 2nd Groton Public Works met with me and looked over the SART Trailer
Spoke to Ron Pariseau about ham radio
- 9th Spoke to Darlene about EMPG; Took pictures of SART Trailer and had them developed
- 10th Jeff Rheasume: discussed SART Trailer specs and mailed pictures of trailer to him
- 15th Training & Exercise Meeting
ESF-5 SECCOG Meeting (Montville)
- 16th Spoke to Shawn Johnston (Eversource) concerning gate codes; gave them to Bill Rose
- 22nd REPT Meeting (Colchester)
- 24th Met with town resident on well water concerns/gave him water testing company contacts
- 26th Completion of racks for SART Trailer (Groton P/W Bill Robarge) & DVM Willner informed
- 27th Inflated Groton's CTSART Trailer's tires
Mailed ESF-11 CTSART Borrower's Agreement to DVM Willner
- 28th Gave HCAC Ben Brockett the Eversource gate combination number
- 29th ESF-4 Meeting (Franklin); removed flat tire on EMD Trailer & took to garage for repair

May-2015

Meetings attended for this month: ESF-4, ESF-5, REPT, Training & Exercise

- 5th ESF-11 Groton P/W delivered Chaplin's CTSART Trailer back & took theirs back
CVFD members and I loaded animal supplies back into CTSART Trailer
- 7th CCM EMD Symposium (Cromwell) 10th Annual Meeting
- 12th ESF-5 NECCOG Meeting
Purchased batteries and adaptor for Trailer
- 16th Greased EMD & ESF-11 Trailer rear doors
- 18th Spoke to Bill Rose about burning town brush pile
- 22nd Spoke to Higgins Co. about making ID stickers for shelter cots
- 27th ESF-4 & IMT-4 attended Table Top Exercise at JLN Assoc. in Old Lyme
- 28th EMPG (Grant) paperwork w/Town Accountant V. Garrison; mailed paperwork to DEMHS

June-2015

Meetings attended for this month: ESF-3, ESF-4, ESF-8, REPT, Training & Exercise

- 4th Called Dagmar, Chaplin's P/W, Ron Pariseau to attend Pipeline Safety class & registered them & 8 CVFD members
- 8th Evan Gaffey from CIRMA called about putting on a Defense Driving class for CVFD
- 9th Attended Paridign's Pipeline Safety class
- 10th ESF-3 Public Works Meeting (Colchester); Hi-Band Radio Test with Darlene
- 11th ESF-8 EHHD called for a Call Down Drill
- 12th Called Darlene about questions concerning the EMPG
- 17th Training & Exercise Meeting (Norwich)
- 24th REPT Meeting; ESF-4 & IMT Meeting (Franklin)
- 25th Checked on fan and tested it at Chaplin Senior Center
- 30th Spoke to Superintendent Henrici about School Security Plan (was mailed in to DEMHS)

I'd like to thank all the CVFD and CERT members, Rick Nichols, Chaplin Public Works, Cale Audette and First Selectman Bill Rose IV for their assistance. I would also like to thank Val Garrison who pays my EMD bills and works with me on the line items within the Emergency Management Performance Grant.

Respectfully submitted,

James Randall, Chaplin EMD

- *ESF-2 (Communications)
- *ESF-3 (Public Works)
- *ESF-4 (Firefighting)
- *ESF-5 (Emergency Management)
- *ESF-6 (Mass Care – Red Cross)
- *ESF-8 (Public Health)
- *ESF-10 (Hazmat)
- *ESF-11 (Agricultural/Animals)
- *REPT (Regional Emergency Planning Team)
- *TTX (Training & Exercise)
- *IMT (Incident Management Team)
- *CERT (Community Emergency Response Team)
- *EMPG (Emergency Management Performance Grant)
- *EPP (Emergency Preparedness and Planning Initiative)
- *EHHD (Eastern Highlands Health District)

CHAPLIN INLAND WETLANDS AND WATERCOURSES

COMMISSION

2014-2015

The Inland Wetlands and Watercourses Commission (IWWC) 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 land owners 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-	2
Permits issued-	1
Agent approvals-	3
Timber Harvests-	3
Violations-	0
Public Hearings-	2

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 sign-offs, various road drainage issues, and compliance inspections for approved wetlands/zoning applications; as well as patrolling the town for any wetland violations.

Respectfully submitted,



Scott Matthies, Chairman

Pete Kegler, Deb Field (resigned 12-14), Paul Deveny, Michael Jenkins, Sheryn Rusch, Peter Stick, alternate, Michael O'Neill, alternate, Vacancy, alternate, Joe Theroux, Agent

Chaplin Library

Annual Report 2014-2015

The Chaplin Library has continued to serve the community with a variety of services, materials and programs throughout the 2014-2015 fiscal year. The Chaplin Library is continuously increasing its collection and seeks to provide a diverse range of resources to meet the needs of its patrons. The materials available for loan are in print, in the form of books and magazines for all ages, and media, such as DVDs, CDs and audiobooks. The library also provides free access to an electronic database with ebooks and audiobooks available for download. The library provides discount passes to local museums and aquariums. There are public access computers available, as well a children's literacy computer with educational programs and games. The library is also equipped with Wi-Fi.

The library continues to provide quality programming to its patrons of all ages. There are regularly scheduled children's programs such as Preschool Playgroup and the annual Summer Reading Program. The Gingerbread Party has become a well-attended winter celebration in which families can enjoy stories and crafts and decorate gingerbread cookies. The Chaplin Library also hosts events during the school holidays to promote library use by families with school-age children and considers programming to be a valuable means of providing educational experiences for its patrons.

There have been significant upgrades to the library facility during the 2014-2015 fiscal year. These improvements, which will improve annual energy usage, include blown-in insulation, energy-saving light bulbs and an enhanced HVAC system. These upgrades will result in reduced energy expenses, significant savings in propane costs and a more comfortable building for patrons.

The Chaplin Library is pleased to welcome Eunice Edelman, who will be temporarily filling a vacancy on the library board. The board is grateful for the long-service of members Linda Rogers, Ann Sicilian and William Jenkins, whose terms will be expiring in November 2015.



Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

Fax: (860) 455-0027

Chaplin Planning and Zoning Commission Annual Report for the 2014-2015 Fiscal Year

The following is the Chaplin Planning and Zoning Commission, 2014-2015 Fiscal Year Annual Report. The data and information displayed in this report was generated by review of all agendas, minutes, applications, permits, reports and records of business conducted by the Chaplin Planning and Zoning Commission during the 2014-2015 Fiscal Year (July 1, 2014 through June 30, 2015).

Introduction

The Chaplin Planning & Zoning Commission (PZC) 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 PZC refers to the adopted 2010 Chaplin Plan of Conservation & Development (POCD) as a guide for the decision making process of land use applications. The 2010 POCD also identifies several long-term goals for the PZC and also provides direction how to obtain and/or complete these goals.

Conducted Business

During the 2014-2015 Fiscal Year, The Chaplin Planning & Zoning Commission held ten (10) regularly scheduled meetings, cancelled two (2) regular meetings, held one (1) special meeting and held two (2) special workshops. The Commission reviewed and/or acted on two (2) site plans, one (1) site plan modification, two (2) requests for release of subdivision bonds, one (1) site plan extension, four (4) unique zoning permits and two (2) timber harvests. Additionally, the Planning and Zoning Commission conducted four (4) preliminary, pre-application reviews at the request of applicants.

Staff for the Chaplin Planning and Zoning Commission, Mr. Jay Gigliotti, Zoning Enforcement Officer, administratively issued eleven (11) zoning permits for regulated construction activities (Two (2) SFR, Two (2) Residential Additions, five (5) Storage Sheds, one (1) Pool, and one (1) Misc.) and four (4) driveway permits. In addition, Mr. Gigliotti was able to certify the correct installation and construction of three (3) driveway aprons facilitating the release of each bond filed for the driveway apron construction.

Mr. Gigliotti conducted fifty-four (54) inspections related to previously issued zoning permits, forty-two (42) inspections relating to driveway permits, driveway apron bonds and/or subdivision performance bonds, thirty-eight (38) on site meetings with applicants, residents and/or property owners, eighteen (18) inspections for requested zoning compliance and forty-nine (49) inspections/investigation relating to zoning enforcement. Mr. Gigliotti conducted eight (8) planning sessions with potential developers and additionally provided technical support and assistance, on several occasions, for both the Chaplin Historic District Commission and the Chaplin Zoning Board of Appeals. Lastly, Mr. Gigliotti has taken over the PZC clerking duties since Mrs. Jennifer Nelson resigned on 4/6/15.

Revisions to Chaplin Zoning Regulations

During the 2014-2015 Fiscal Year, the PZC determined several sections of the Zoning Regulations required revision. This determination was the result of the continued receipt of inquiries and complaints regarding the same sections of the zoning regulations. These concerns came from residents, applicants, administration and other professionals who do consistent business in the Town of Chaplin. Noting the last revision of the Zoning Regulations was completed in June of 2011, the PZC decided to begin the process of revisions to the regulations. The PZC determined that a complete re-write and total revision of the entire set of zoning regulations was not necessary at this time and it was decided to focus on the problem sections which were consistently causing the most problems. To date, the PZC has completed the revision to section 5.2.C.A.10.a.-g. "Accessory Apartments" and is currently working on revisions to Section 5.2 A.3. "Agriculture".

Zoning Violation Enforcement Ordinance

The Zoning Violation Enforcement Ordinance was adopted in 2012 by Town Meeting. Moving forward with the full implementation of the Ordinance, the PZC has already seen benefits associated with this new method of Enforcement. At the start of the 2014/2015 Fiscal Year (7/1/14), the PZC had one (1) existing zoning enforcement case. Three (3) new cases were initiated during the 2014/2015 F.Y. At the end of the 2014/2015 F.Y. (6/30/15), the PZC had four (4) open cases. Throughout the 2014/2015 F.Y., the ZEO investigated 16 potential zoning violations and a total of ten (10) zoning violations were resolved. One (1) of these ten (10) was resolved through the issuance of a zoning enforcement ordinance citation and nine (9) were resolved through discussion between the ZEO and the property owner of the alleged violation.

It is evident that the word about the new zoning violation ordinance is getting out. PZC Staff has observed since the zoning violation enforcement ordinance has been implemented, property owners respond to staff in a timely fashion and generally ask three (3) questions:

- 1. What is the violation? 2. Who made the complaint or how does staff know? 3. What do I have to do in order to correct the violation?

PZC Staff has noted that prior to the implementation of the ordinance, most property owners did not ask staff question #3. Now that the ordinance poses the potential for a \$30 per day fine, it appears that most individual just want to correct the situation and avoid the fines.

PZC Staff also has worked with the Town Attorney to ensure the ordinance process and procedure is streamlined and consistent. Great care has been taken to ensure the ordinance is legal, the process is correctly followed and the violation is properly documented in order to avoid the potential for any lawsuits. At close of the 2014/2015 F.Y., No \$30 per day fines had been assessed and no cited violation has filed for an appeal hearing.

The commission has experienced success with the relatively new ordinance, achieving compliance in two enforcement cases. In addition, the commission has made significant headway towards achieving compliance in several other cases. The Planning & Zoning Agent, Mr. Gigliotti, has acted on more than twenty (20) zoning enforcement matters, resolving the situation before having to implement the ordinance. These zoning enforcement matters frequently relate to signage, construction, illegal business activities, accumulated junk and unregistered motor vehicles.

Conclusion

The Planning & Zoning Commission has a full complement of members with seven (7) Full-Time, Regular members and three (3) Alternates with no vacancies. Work will continue on the revisions to the zoning regulations, and once complete the procedure to approve and adopt the revisions will immediately commence. In the next couple years the PZC shall also begin the process to update the Town's POCD. As indicated in the Connecticut General Statutes, all Town's in Connecticut must renew their POCD's every 10 years. The PZC membership has a great nucleolus and combined have an exceptional amount of knowledge relating to the town, the state, the regulations and the process. Coupled with Mr. Gigliotti's vast experience and excellent technical support, the PZC is functioning at a very high level.

Respectfully Submitted,

Pietro Fiasconaro, Chairman (R)

Planning & Zoning Commission Members and Staff

- | | |
|----------------------------------|--|
| Doug Dubitsky (R)- Vice Chairman | Cesar Beltran (D)-Alternate |
| Eric Beer (R)- Secretary | Bill Ireland (D)-Alternate |
| Randy Godaire (R)-Regular Member | Ken Fortier- (D)Alternate |
| Dave Garcaeu (D)-Regular Member | Jay Gigliotti- Zoning Enforcement / Planning & Zoning Commission Agent |
| Alan Burdick (R)-Regular Member | |
| John Myer (D)-Regular Member | |

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Chaplin Recreation Commission
Annual Report
July 1, 2014 to June 30, 2015

General:

In this fiscal year the recreation commission began restructuring due to desires to increase sports involvement/feeder programs and community involvement. Although many of the ideas are still in talking or planning stages, we have made changes and headway.

In February, Matt Foster was voted to the chairman position and is also performing the treasurer duties. Paul Deveny became vice chairman, and John Smith has taken over the secretary duties. Cynthia Lovely was hired into the Recreation Director position but has since resigned to pursue full time work. The future of this position will be discussed in the 2015-16 fiscal year.

The commission welcomed new member Matthew Cunningham who was an injured Willimantic police officer looking to contribute to the community. Matt has interests in sports and offers knowledge with a master's in political science and experience with soccer. He has offered his help where needed and has been an asset to the board.

Building and Field:

This year we contracted Labanara Painting to repair loose boards and paint the barn as well as the pavilion. The outcome was pleasing and we hired him (Louis Labanara) to paint the ceiling, walls and floor of the concessions building, which was much needed.

The old gas stove in the concessions building was replaced with a new electric one but the refrigerator has been unable to maintain temperatures safe for food and the gas grill also needs replaced. These issues will be dealt with in the 2015-16 fiscal year.

A new shed was purchased to be kept at Chaplin Elementary and used to store gear for the little league baseball teams.

The field has been maintained as needed and has improved over recent years. This will be crucial in providing a beautiful park as well as an acceptable sports and recreational area.

Bradley Nixon, a local boy scout preparing his eagle scout project, requested permission to clean and clear an area around Darling Pond for easier access for the community to fish and enjoy the pond area. He received permission from the Recreation Commission as well as Wetlands. We look forward to working with him and the local boy scouts.

Sports:

The commission sponsored recreational basketball last fall for pre-k to 8th grade. Approximately 80 children participated from Chaplin, Hampton and Scotland. In the spring, we sponsored tee ball where approximately 35 children joined to learn basic baseball skills and good sportsmanship.

The board will continue to discuss and act upon growing our sports programs as we move to increase and improve our impact on the community. A new soccer clinic is underway for Pre-K through 2nd grade in the 2015-16 year and we hope to expand next year. We are also considering other sports.

Other Activities:

The community used the park for more than 25 birthday parties, weddings, and family gatherings, as well as a Fall dog show. We are very fortunate to be able to provide such a beautiful facility.

The commission sponsored several concerts this year with intentions to continue this tradition for the coming years. The Paul Leonard Band was especially enjoyable and will hopefully return next year.

Planning has begun for new activities to occur in the next year. We look forward to continuing to be a positive force in the community.

Best Regards,

Matt Foster
Chairman, Chaplin Recreation Commission

Town of Chaplin

Registrars of Voters

REGISTRARS'S RESPONSIBILITIES:

The Office of the Registrar of Voters in the State of Connecticut is a position governed by the Connecticut General Statutes and financially supported by the municipality in which the Registrar of Voters serves. Registrars of Voters work closely with the Office of the Secretary of the State developing methods and procedures to ensure the voting rights of citizens and administer all elections based on current elections laws (i.e. Federal, State, Municipal, Primaries, and Referenda). As of 7-1-2015 a new law went into effect (9-192a. PA 15-2242). Registrars are required to complete and satisfy a certification program no later than two years from their first day in office. This includes taking eight courses and eight exams with scores of not less than 80% and one final exam with a score of not less than 90%. Registrars must first become a certified moderator as a prerequisite to take the registrars courses. Once certified, each registrar is required to complete at least 8 hours of training per year as prescribed by the Secretary of State to maintain their certification. This is in addition to the annual 10 hours of election law and procedures training required for each registrars' office. It is the responsibility of both parties to ensure fair and equitable implementation of all laws.

Primaries: There was one primary held in fiscal year 2014-2015.

August 12, 2014, **Republican Primary** - 428 voters on the enrollment list, 225 voting by tabulator, 8 by absentee ballot, totaling 233 voting turnout with a percentage of 54.

November 4, 2014, **State Elections and Municipal Registrars** - 1330 voters on the registry list. 843 voting by tabulator, 11 voting by absentee ballot. Totaling 854 voting turnout with a percentage of 64.

Referendums: There were two referendums held in fiscal year 2014-2015.

May 5, 2015, **Regional District 11 Annual Budget** - 1308 voters on the registry list. 116 voting at the polls, 1 absentee ballot voter and 1 taxpayer from the grand list. Totaling 118 voting turnout with a percentage of 9.0. Results were YES 91, NO 27.

May 11, 2015, **General Government Annual Budget** - 1309 voters on the registry list. 101 voting at the polls, 1 absentee ballot voter and 1 taxpayer from the grand list. Totaling 103 voting turnout with a percentage of 7.8. Results were YES 85, NO 18.

Eugene V. Boomer Jr.
Republican Registrar of Voters

Sara N. Patton
Democratic Registrar of Voters

Chaplin Senior Center

132 Chaplin Street
Chaplin, CT 06235

Phone (860) 455-1327

November 2, 2015

The Chaplin Senior Center is open Monday – Wednesday 9:00 am – 2:00 pm and Thursday 8:30 am – 2:00 pm. 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: Roxanne St.Jean

Municipal Agent for the Elderly: Carol Palonen

Board of Directors: Doreen Bolduc, Pat Boyd, Paul Carbone, Randy Godaire, Gert Landon, Carl Linkkila, Marilyn Nurme, Karen O’Gorman, Ruth Randall, Carol Rose & Walter Zlotnick.

The Center has had a very successful year. Our membership continues to grow. We currently have more than 280 registered members, who enjoy many of our Adult Education/Recreation Programs such as: Exercise Classes, Tai Chi, Yoga, Massage, Pickleball, Memoir Writing, Mah Jong, Bakers Club, Knitting, Movies and Crafts. We also offer weekly opportunities to play bingo, cards and Nintendo Wii. New classes and activities are added on a regular basis.

Informative presentations and classes such as: AARP’s 55 Alive, Fuel Assistance, Winter Weatherization, Financial Planning as well as Free Tax Assistance and Health Care related needs are offered on a regular basis.

We continue to team with Columbia and Windham Senior Centers to offer trips through Landmark Tours to our members. Our seniors have enjoyed local outings to Massachusetts, and Rhode Island as well as overnight stays in New York and Maine.

Our weekly lunch and breakfast program continues to be a great asset to our organization. Delicious home cooked meals are prepared and served every Wednesday at noon and Thursday morning at 8:30. This program not only provides nutritious meals but allows our members to enjoy a weekly social event as well as volunteer their time.

Our Wellness Clinic provides health services free of charge to the Senior Community. Members may take advantage of memory assessments, grief counseling, weight management programs, blood pressure monitoring, ear wax removal, sugar monitoring or have any of their health questions answered. Registered Nurse Mary Hess with VNA East provides these services through donations and funds raised by the Senior Center. Mary also holds a yearly flu clinic at the center. We are also pleased to have a licensed and certified massage therapist to provide the healthful benefits of massage therapy on a regular basis.

Community involvement is very important to our success. We offer many events, socials and fundraisers that bring the community together. We have a good relationship with our local schools which allows us the opportunity to plan intergenerational activities which are always a positive experience for both our Members and the children.

Monthly newsletters and calendars are available.

I would like to thank the residents of Chaplin for their continued support.

Sincerely,



Roxanne St. Jean
Director

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Chaplin Tax Collectors Office

phone number 860-465-3037

Location:
Windham Town Hall
979 Main Street
Willimantic CT 06226

Mailing:
Chaplin Tax Collector
PO BOX 944
Willimantic CT 06226

Mission & Purpose

*Municipal Tax Assessors and Tax Collectors are bound by the Connecticut General State Statutes. The statutes that apply to tax assessing and collecting can be found in Volume 4, section 12 of the State Statutes.
*The Tax Office is responsible for generating, mailing, and balancing approximately 4560 tax bills which encompass 1130 real estate accounts, 264 personal property accounts and 3163 motor vehicle accounts. The total beginning levy as of July 1, 2014 was 5,266,930.43.

Goals & Objectives:

*Continuously developing office policy & procedures to enhance the collection process and audit trail.
* Maintain cross training for all staff.
* Promote efficient, friendly and equitable customer service.

Accomplishments:

* Chaplin was the first Town in the State of Connecticut to regionalize their tax collection office, a concept that is sure to broaden.

*Since September 2013 Windham has had the pleasure of working with Chaplin taxpayers regarding all tax collections and any other concerns or questions they may have. We are open 42 hours a week and have 5 staff available to assist residents. Our office hours are Monday through Wednesday 8am-5pm and Thursday 8am-7:30pm and Friday 8am-noon. There is no longer a tax office located in the Chaplin Town Hall but there is a payment drop box if needed.

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

*For Chaplin taxpayers convenience we schedule 2 sessions a year (July and January) at the Chaplin senior center to collect taxes from anyone that is interested in this service.

*Completed the implementation for credit/debit cards received at the counter and over the phone for the convenience of all our customers.

*The tax office is PCI DSS Merchant Compliance certified which included the development of rigid procedures and security measures for all credit/debit card collections.

Respectfully submitted;
Gay A. St. Louis, CCMC
Chaplin Tax Collector

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1052

FY 14/15 ACTIVE LEVY
CHAPLIN
COLLECTORS REPORT

bill year	beginning balance 7/1/2014	c/b balance at close out decrease	c/c increase	c/c decrease	adjusted collections	tax collected	refund increase	bonus checks increase	INSTRUMENT FEE	positive transfer decrease	negative transfer increase	RD credit balance increase	interest collected	tax collected	tax collected	outstanding balance
2008	1,028.74		19.93		1,008.81	183.32						19.93				1,028.74
2009	3,751.81		6.01		3,745.80	562.86					25.29	6.01	133.08	351.50	27.00	3,588.48
2010	6,426.80	25.29			6,401.51	13,470.89					7.44		3,684.78	144.00	182.00	6,084.14
2011	27,202.27	288.23			27,102.85	116,107.71	189.97	2,400.82	89.08		325.50	298.81	17,985.40	744.00	1,135.48	13,636.43
2012	128,640.03	313.52	25.94		128,300.57	130,324.05	189.97	2,400.82		0.00	338.23	292.75	22,155.17	888.00	1,338.48	14,571.77
subtotal	187,049.65				186,776.35											38,672.57
			c/c done													
			before close													
2013 RE	4,311,016.59		9,278.81		4,311,800.21	4,278,543.27	2,107.57		4.31	237.85	430.41	13,484.11	20,478.05	240.00		49,041.38
2013 PP	320,791.55		563.75		320,227.83	311,761.82				24.53	53.56	7.79	883.72		95.88	8,488.33
2013 MV	560,873.76		2,248.53		558,625.23	539,554.24	1,871.16	1,743.39	2.00	1,108.13	118.81	118.81	8,488.07	4,028.78	871.75	21,578.61
2013 MVS	74,246.48		1,917.43		72,329.05	64,280.47	89.38			16.47			1,011.28		32.86	9,858.85
MISC																32.86
2013 TOTALS	5,266,930.43	0.00	13,445.77		5,261,308.49	5,191,139.80	4,078.13	1,743.39	6.31	1,360.25	508.50	13,610.71	30,859.10	240.00	5,027.16	88,777.17
2013 TAX	5,191,139.80															
subtotal	4,078.13															
total	5,196,170.09															
total tax	5,196,170.09															
total	0.00															

7/1/14-8/30/2015
FY 14-15

3/22/2016

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2015

Annual Report of the Town Clerk

During the fiscal year of July 1, 2014 to June 30, 2015 the office of the Town Clerk recorded 466 land records. The total income generated from recording these documents was \$40,120.00. Of these land records, 34 were property transfers which resulted in \$8,750.00 in conveyance taxes collected. The majority of the land records recorded were in the form of warranty deeds, quit claim deeds, mortgages, mortgage assignments and mortgage releases. The Clerk's Office collected \$2,080.00 in fees charged for copies of land records, and \$1,640.00 in fees for issuing marriage licenses, trade name certificates and for certified copies of vital records. The Clerk's Office also issued 171 dog licenses.

This year we received a Historical Preservation Grant from the Connecticut State Library in the amount of \$5,000.00. We used the grant to finish a project that was started last year to preserve the minutes from the Chaplin Board of Education and Regional District 11 Board of Education as well as minutes from the Planning and Zoning Commission. We also used some of the funds to purge old records from the vault.

It has been a pleasure to serve the citizens of Chaplin and I look forward to the coming year!

Shari Smith

Chaplin Town Clerk

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Chaplin Town Treasurer

Annual Report

Account Balances

Period Ending June 30, 2015

Operating and Investment Accounts:

Operating Checking	\$ 199,446.97
STIF Investments	\$ 683,993.87
Webster Investments	\$ 6,412.28

Special Revenue Accounts:

Public Library	\$ 22,920.12
Recreation	\$ 7,780.09
Senior Center	\$ 19,778.75

Capital Improvement Account:

Savings Institute	\$ 930,969.16
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Respectfully Submitted
For Andrew Daniels

Diana Fiasconaro
Chaplin Treasurer 11/15 - 17

VITAL STATISTICS

July 1, 2013 – June 30, 2014

Births

In Town

Male = 0

Female = 0

Out of Town

Male = 4

Female = 4

MARRIAGES

In Town = 9

Out of Town = 9

DEATHS

In Town

Male = 5

Female = 2

Out of Town

Male = 5

Female = 9

Map of Chaplin

Windham County, Connecticut

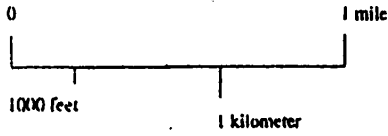
Chaplin Town Hall

495 Phoenixville Rd

PO Box 286

Chaplin CT 06235-0286

(860) 455-9455



*Town
Mantucket
Covers*

- Bates Rd.....E1
- Bear Hill Rd, N.....C3
- Bear Hill Rd, S.....D3
- Bedlam Rd.....D2
- Bedlam Rd, N.....D1
- Bedlam Rd, S.....D1
- Bolduc Ln.....C2
- Bujak Rd.....B2
- Bujak Rd Connector...B2

- Canada Ln.....D3
- Carefree Ln.....E2
- Cedar Swamp Rd.....D4
- Cemetery Rd, S.....D2
- Chaplin St.....C3
- Chappell St.....E2
- Chappell St Ext.....E2
- Chewink Rd.....E3
- Cross Rd.....D3

- Davis Rd.....C2
- Depot Rd.....E2
- Dianas Pool Rd.....D3

- England Rd.....D3

- Federal Rd.....C2
- Fiske Rd.....E3

- Goodell Rd.....B4
- Goshen Rd.....D4

- Hells-Pond Rd.....B4
- Harekaly Rd.....B1

- Lynch Rd.....E2

- Mansure Rd.....E2
- Marcy Rd.....B4
- McQuade Rd.....B4
- Middle Rd.....C4
- Miller Rd.....D3
- Mossy Rd.....B4
- Mountain Laurel Ln...D3

- Natchaug St.....C3
- Nollet Rd.....E1
- Nutmeg Ln.....C4
- Nyberg Rd.....D3

- Old Hampton Rd.....D3
- Old State Rd.....D3
- Old Willimantic Rd...E2

- Palmer Rd.....C2
- Parish Hill Rd.....E3
- Pumpkin Hill Rd.....E3

- Ridge Rd.....C2
- Ross Rd.....D2

- Scotland Rd.....E3
- Shuba Ln.....D1
- Singleton Rd.....C3

- Tower Hill Cutoff...B2
- Tower Hill Rd.....C2
- Tutko Rd.....B2
- York Rd.....D2

