

**Board of Selectmen
Chaplin, Connecticut
Thursday, April 1, 2010
Time 7:00PM Regular Meeting
Chaplin Town Hall**

1. Call to Order

William Rose IV called the meeting to order at 7:01PM. Members Present: William Rose IV-First Selectman, Irene Schein and John Smith. Others Present: Karen O’Gorman and Betty Urban-Clerk. Audience Present: Dick Weingart

2. Additions to Agenda None

3. First Audience of Citizens

Dick Weingart is concerned that Chaplin will end up with a Budget that has no savings. Region 11 said that enrollment this year is the same, but next year there may be a substantial enrollment. The BOF will be looking the Schools Budget to see if can find savings to cover this increase. Health insurance costs have increased by 50%. He questioned whether the Town is willing to or if can afford same level of benefits. Irene Schein questioned two items on the BOF Budget, Town Contingency Fund and Technical Assistance. Dick Weingart said under Technical Assistance \$3800 is for Audit and the rest will be used for preparation of Financial Statements as cited in last years audit. Discussion followed on how to correct. The Contingency Fund is to give flexibility on the handling of minor expenses that come up during the Fiscal Year. Dick said this account should probably be taken out of BOF budget. This will be addressed at the Town Meeting.

4. Approve Minutes of: Regular Meeting of March 4, 2010

Irene Schein made a motion to approve the minutes of the Regular Meeting of March 4, 2010. Seconded by John Smith. Motion passed with following amendment. On Page 2B- Leave space between Jag Grant and Energy Conservation information. Under Energy Conservation- The budget quote came in at \$40,000. It will go out to bid to see if all the work can be done for \$32, 320, which is amount of Grant.

5. Communications and Reports

A. Trooper Report-March 2010

M.V. Accidents	3	Sexual Assault/Risk of Injury to Minor	1	Larceny	1
Disturbances	2	Non-Criminal	3	Traffic Stops	15

B. Board Members Reports

William Rose IV said the Emergency Management Team will meet in May.

Bill said that the Chaplin Clean up Day is scheduled for Saturday, May 15th. Devivo agreed to provide a free dumpster. The Town Hall will be celebrating its 35th anniversary. He wants to incorporate the anniversary into the Clean up Day celebration. John Smith would like to have a recycling drive on the same day if possible. Bill will publicize the Clean up Day.

Bill said the Work Force One power has been disconnected. Two of the quotes to remove the asbestos have come back. He has spoken to two contractors, and will speak to one more. Devivo has agreed to swap containers during the day. The work will hopefully be completed in less than 8 hours. Bill is asking for bids by the hour.

6. Old Business

A. Voting Location

Everything is set with the Fire Department to move the Voting Location. June 21st is the tentative date for the Town Meeting to okay the move. The move needs to be done before July 10th.

B. STEAP Grant, JAG Grant, Energy Conservation Grant

Bill said that the administrator from the state finally called about the STEAP Grant but he missed the call. He has not spoken to him yet to accept the Grant. The work to be done with the JAG Grant will go out to bid soon.

C. Website Update

Nothing has been done about the website yet due to lack of money. This item was put into the CIP. Bill will look for grants to supplement.

D. Energy Task Force

John Smith said that Parish Hill will help with the Chaplin Clean up Day. The group that went to Yale was overwhelmed by the information. It was too high level. John was unable to attend that day. Irene Schein suggested getting people from Chaplin to sign up for Clean Energy. Bill suggested cooperative buying. Information could be sent out with tax bills.

E. Discuss Records Management Survey

Bill will meet with individual boards to try to get a plan together on how to manage the excess records. This will be discussed further next month.

F. Curbside Pickup Containers

Bill put together a draft letter to send to residents. John suggested an addition at the end of the third paragraph. He wants it to read ...a safety hazard for everyone and an unsightly situation. Irene Schein made a motion to accept and adopt a Chaplin Collection Container Policy dated April 1, 2010. Seconded by John Smith, Motion passed.

G. Approve Revised CIP Budget

The CIP Budget was revised to add website development in 2011. Bill would like to spend the \$62,000 in the State LoCip to chip seal and shim roads. Dick Weingart said every \$60,000 spent raises taxes. Irene Schein made a motion to approve the revised version of the 5-Year CIP Budget for 2011-2015 that was presented on April 1, 2010. Seconded by John Smith. Motion passed.

7. New Business

A. Tax Collector Refunds

Irene Schein made a motion to approve the Tax Collector Refunds as presented on April 1, 2010 for the month of March 2010. Seconded by John Smith. Motion passed. Also a Notice of Waiver of Interest was presented to the Board in the amount of \$17.33 because new owner did not receive tax bill for January.

B. Resignations and Appointments

A letter of resignation was received from Sarah Bullard, who is resigning from the Conservation Commission as of April 1, 2010. The Board of Selectmen can appoint someone to replace her.

C. Resolution for Historic Grant Application

William Rose IV read the resolution into the minutes: Resolved: That William Rose IV, First Selectman is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for an Historic Documents Preservation Grant. Irene Schein made a motion to approve the Resolution for the Historic Grant Application. John Smith seconded. Motion carried.

D. Probate Court Memorandum of Agreement

Bill said that as of January 5, 2011 the Probate Court will have a new District mandated by the State of Connecticut, which includes the following: Windham, Colchester, Lebanon, Chaplin, Hampton and Scotland. The main court will be held in Windham, open 5 days a week. The second court will be held in Colchester, open 3 days a week. Irene Schein made a motion to allow signage of the Probate Court Memorandum of Agreement for the Probate Court Redistricting. Seconded by John Smith. Motion passed.

E. Motion to Waive Immaterial Tax Bills Under \$5.00

The State of Connecticut says that all outstanding credits, if not claimed, go to the State. Everyone must be notified if a credit is due, even if only a few cents. Lynn checked with Marcia Marien and was told a policy should be put in place to waive any tax credits under the amount of \$5.00. This amount will be sent to the State. Irene Schein made a motion to implement a policy to waive immaterial tax credits up to \$5.00. Seconded by John Smith. Motion passed.

F. Discuss & Set Annual Town Meeting Agenda & Discuss & Act on Method to Approve the Annual Town Budget.

Bill presented a draft of the Annual Town Meeting Agenda. The Board added under item 2 through the Capital Improvement Fund. Irene Schein made a motion to accept the Annual Town Meeting Agenda for May 10, 2010 as presented and corrected on April 1, 2010. Seconded by John Smith. Motion passed. The Legal Notice of Agenda was signed. Karen O’Gorman will send to the newspaper.

G. Discussion on Forming Economic Development Board or Committee

Irene Schein said need to get input from business owners and developers. A business group needs to work with Planning and Zoning and the Wetlands Commission. The DOT considered the Historic District to be our Village District. Now Route 6 may be accepted as part of our Village District. An ordinance may be needed. Attorney Dennis O’Brien would need to draw up an ordinance to form a Commission, and it would need to be voted on at the June Town Meeting. John Smith will talk to P&Z to see what ideas they have.

8. Other Business & Correspondence

John Smith said in order to keep the Grant for the School Readiness Program stricter regulations of the State need to be met. There is a need to get more community members involved to make sure guidelines are followed.

9. Second Audience of Citizens

Dick Weingart questioned the cost of changing the voting location. Bill said there is not much cost involved. Phone line for Fax is needed. Equipment needs to be moved.

10. Agenda Suggestions for Next Meeting

STEAP Grant, JAG Grant, Energy Conservation Grant

Website Update

Energy Task Force

Discuss Records Management Survey

Chaplin Clean up Day

Discuss Special Town Meeting for June

Discussion on Forming Economic Development Board or Committee

11. Date, Time, and Place of Next Meeting

The next meeting will be on Thursday, May 6, 2010 at 7:00PM in the Chaplin Town Hall

12. Adjourn

The meeting was adjourned at 9:22PM.

Respectfully Submitted,

Betty G. Urban