

Board of Selectmen
Chaplin, Connecticut
Thursday, October 8, 2015
Special Meeting
Chaplin Senior Center

MINUTES

Members Present: William H. Rose IV, Irene Schein, and John Smith

Absent: None

Others Present: Dick Weingart, Chairman Board of Finance; Jim Randall, Director of Emergency Preparedness; Suzanne Gluck, Administrative Assistant and Recording Clerk

1. Call to Order

Bill Rose called the meeting to order at 7:06pm.

2. Additions to Agenda

None allowed.

3. First Audience of Citizens

None

4. Approve minutes of the Emergency Meeting Minutes of September 14, 2015

Irene Schein made a motion to approve the minutes from the Emergency Meeting of September 14, 2015. John Smith seconded the motion. Both Bill Rose and Irene Schein were in favor to approve the minutes. John Smith abstained.

5. Communications and Reports

A. Trooper Report – August and September 2015

The Board reviewed the Trooper statistics from August to September and noted the decrease in tickets, probably due to the speed enforcement grant ending in the beginning of September.

B. Board Members Reports

Ms. Schein reported on the COST seminar she attended in Southington. Discussions involved STEAP grants and municipal budgets. Also discussed was the new Trooper program, excessive force, the use of cameras and Narcan for drug overdoses. DEEP presented the requirements for MS4 and storm drainage maintenance on the roads. The BOS discussed how this extra work will be handled for the Town.

Bill Rose reported on the Mansfield/Chaplin Town Boundary survey. Houses were found to be located in both Towns and they will need to determine what town they will permanently reside in. The surveyor will use GIS to pinpoint exactly where they are showing on the map.

Ms. Schein asked about the notification that was sent to residents regarding the failing house foundations that were built in the 1980's and 90's. Mr. Rose stated that the Department of Consumer Protection sent documentation to be shared with residents that due to insufficient cement mixture used they are cracking and crumbling and the foundations will need to be rebuilt.

C. Board of Finance Discussion

Mr. Weingart informed the Board that the next BOF meeting will be held on Tuesday due to the holiday on Monday. Gay St. Louis, Tax Collector, will be at the meeting to discuss end of year reports. Mr. Henrici, Chaplin School Superintendent, reported to Mr. Weingart of another Special Education student needing services which will bring the budget over \$10,000. He also reported that OPM is requiring the auditors to update the 2013-14 audits to show the STEAP grant expenditures. The BOF will be reviewing preliminary budget letters in November. Mr. Weingart also expressed on behalf of the BOF their appreciation of the BOS for their help and cooperation with working with the BOF. This good relationship allowed us to keep the tax burden constant and many infrastructure improvements to the Town of Chaplin.

D. Correspondence

Mr. Rose reported that Mansfield Housing announced the opening of the Section 8 Waiting List. A lottery system will be used to select 250 applications to be placed on the Waiting List.

E. Building/Infrastructure

Bill Rose reported on the DPW building and its needed repairs – paving area in front of doors to help with water runoff and painting as needed.

Mr. Rose also reported on Algonquin Gas and how he has been fighting with them to repair the road. They agreed for the Town to hire a contractor of our choice, they will send construction crew to oversee the repair but they want the Town to pay for repairs and they will reimburse us. Mr. Weingart stated if it is not more than \$20,000 then the BOF can approve the funds. Mr. Rose also stated they are still getting complaints about the roads at Tower Hill and North Bear Hill road but they are working on the resolution.

F. Discussion regarding Recreation Commission

John Smith reported that they have someone interested in joining them as a regular member. He also reported on Cynthia Lovely's resignation as the Recreation Director. The BOS discussed this position, the ordinance and they agreed that the Director should report more to the Recreation Commission as opposed to the Board of Selectmen.

Mr. Smith also reported that the park is looking great and the fertilizing program is working out well. The mowing was done well but need to confirm that the contract states dragging the field, as he believes this was not done.

6. Old Business**A. STEAP Grant (Darling Pond, North Bear Hill Bridge)**

Bill Rose reported on the STEAP grant for Darling Pond, the Town was awarded \$200,000 for the project. A new policy was passed on 10/1/15 that these grants require minority contractors for a percentage of the project and because Darling Pond was already put out for bid that this project does not need to follow CHRO guidelines. We will need a motion at a Town meeting to accept and spend the grant and a resolution for the First Selectman so sign in behalf of the Town for the project. We must have a contract signed in order to spend the money.

Regarding North Bear Hill Road, engineering and addressing endangered species is complete. Pre-bid advertisement meeting is scheduled on November 18th and hopefully will go out for bid in the beginning of next year.

Regarding England road, we have Federal grant funds for a few hundred thousand which will cover painting and scour armoring.

Regarding Bedlam Bridge, Mr. Rose met with engineers and the deck needs replacing. It is too small to get Federal bridge funds, but maybe State funds are an option.

B. Discuss All Pending and New FOI Requests

Ms. Gluck reported on one FOI request from Wheelabrator Technologies regarding the collection, transport, processing and final disposal of the town's municipal solid waste contract. Request was recorded and contract with Willimantic Waste was sent on 9/22/15.

C. Discussion regarding Shuba Lane

No new updates on this resident dispute.

D. Status of School Study

Mr. Rose reported that the Selectman from Hampton, Scotland, and Chaplin are doing an advisory poll to find out to see what option residents want for the school system. The poll has 3 questions. We are doing a direct mailer with a sample ballot to residents so they know when they exit voting on Election Day they can go to the poll booth. It will be in a tent outside of the door from elections. The poll numbers will go to the Boards of Education as an advisory standpoint. We are still looking for volunteers to manage the booth and count the polls.

E. Employee Handbook Policies

None.

F. Mowing Maintenance/DPW discussion regarding organization and structure

Bill Rose reported that our DPW Foreman, Steve Guay, will be retiring next year and the BOS needs to discuss a plan for the upcoming MS4 work and hiring additional staff and also if we need a Public Works Director and to determine if they should be union or non-union.

G. Dump Truck and Snow Fighting Equipment

Mr. Rose reported that the truck is half built and it will be ready for the winter. In the next few years another truck will need to be replaced.

H. Discuss and Possible Action regarding additional funds requested from Windham Regional Transit District (WRTD)/Dial-A-Ride

Irene Schein made a motion to approve additional funds in the amount of \$726.67 to be paid to WRTD/Dial-A-Ride as requested. John Smith seconded the motion. Discussion for an amendment to the motion. Irene Schein amended the motion to recommend to the Board of Finance to approve additional funds in the amount of \$726.67 to be paid to WRTD/Dial-A-Ride as requested. John Smith seconded the motion. All in favor.

I. Neighborhood Watch: Discuss new signage request for Ridge and Palmer roads.

Mr. Rose reported that signs will be ordered by the Town and that Bill Arbo is overseeing the watch for these roads.

7. New Business**A. Tax Collector Refunds**

None.

B. Resignations/Appointments: Cynthia Lovely resignation as Recreation Director; Sara Patton resignation as Democratic Registrar of Voters; Catherine Lynch resignation as Chairman of the Board of Assessment Appeals and member of the Historic District Commission. The letters were read by Ms. Schein to the Board of Selectmen and the BOS accepted the resignations.**C. Job Descriptions**

None

D. Discuss and possible action to apply for a Cemetery Grant from the Office of Policy and Management (OPM)

Irene Schein made a motion for the Town of Chaplin to apply for the Cemetery Grant from OPM. John Smith seconded the motion. All in Favor.

E. Proclamation – Eastern Regional Mental Health Board, October 4th through October 10, 2015 as Mental Illness Awareness Week in Chaplin

Mr. Rose read the proclamation to the BOS.

F. Proclamation – Natchaug River Young Marines, October 23rd through October 31, 2015 as Red Ribbon week in Chaplin.

Mr. Rose read the proclamation to the BOS.

G. Set agenda for Special Town Meeting.

Irene Schein made a motion to accept the Special Town Meeting agenda to be held on October 19, 2015 at 7:00pm at the Chaplin Senior Center (see attached). John Smith seconded the motion. All in Favor.

H. Discussion regarding Public Safety and Resident Trooper.

Bill Rose reported that there is a State pilot program for the Resident Trooper for shared services and shared a sample contract with the Board to review.

I. Renewal of agreement for nuisance wildlife trapping – Claude “Tip” Garritt.

Irene Schein made a motion for the BOS to sign the renewal agreement with Claude “Tip” Garritt for nuisance wildlife trapping. John Smith seconded the motion. All in Favor.

J. Discussion on the Energize Connecticut Grant.

Mr. Rose recommended to the BOS to use the \$5000 grant award to replace lighting at the Town Hall. The BOS agreed this would be good use for these funds.

8. Other Business

None

9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.

None

10. Agenda Suggestions for next meeting

Communications and Reports

Trooper Report

Board Members Report

Board of Finance Discussion

Correspondence

Building/Infrastructure

Discussion regarding the Recreation Commission

Old Business

STEAP Grant (Darling Pond, North Bear Hill Bridge)

Discuss All Pending and New FOI Requests

Discussion regarding Shuba Lane

Status of School Study

Employee Handbook Policies

Mowing Maintenance/DPW discussion regarding organization and structure

Dump Truck and Snow Fighting Equipment

Mansfield/Chaplin Border Study

Discussion regarding Public Safety and Resident Trooper Program

Discussion on Energize CT Grant

New Business

Tax Collector Refunds

Resignations/Appointments

Job Descriptions

11. Date, time, and place of next meeting (November 5, 2015 @ 7:00pm @ the Town Hall)

12. Adjourn

Meeting adjourned at 9:03pm.