

**BOARD OF SELECTMEN
REGULAR MEETING
CHAPLIN, CONNECTICUT
Thursday, April 2, 2015
Minutes**

Members Present: William H. Rose IV, Irene Schein, John Smith, Suzanne Gluck
Administrative Assistant and Recording Secretary.

Members Absent: None

Others Present: Jim Randall, Emergency Management Director.

Others Absent: Dick Weingart, Chairman Board of Finance

Regular Meeting

1. Call to Order

Bill Rose called the meeting to order at 7:01pm.

2. Additions to Agenda

None

3. First Audience of Citizens

None

4. Approve minutes of: Regular Meeting Minutes of March 5, 2015 and Special Meeting Minutes of March 23, 2015

Irene Schein made a motion to approve the March 5, 2015 regular meeting minutes, John Smith seconded the motion. All in favor

Irene Schein made a motion to approve the March 23, 2015 special meeting minutes, Bill Rose seconded the motion. John Smith abstained.

5. Communications and Reports

A. Trooper Report – March 2015

Bill Rose reviewed the new report breakdown for all calls in Chaplin. John Smith stated the number of calls will probably increase due to the new federal grant assisting with the crackdown of cell phone usage and distracted driving. Mr. Rose stated that Trooper Black is handling about 50% of the calls during 1/4 of the overall hours covered by Troop D and Trooper Black.

B. Board Members Reports

None

C. Board of Finance Discussion

Bill Rose reported that the preliminary budget packet is complete and has been distributed with the assistance of the First Selectman's office. Mr. Rose stated that on the Police Protection page the Board of Finance decided to finance 100% for the 2015-2016 Fiscal Year based on the Governor's budget. We have been billed for 70% and his budget has not been passed yet. According to Town Attorney, Dennis O'Brien we can get out of the current contract if need be, it just may take a couple of months. Mr. Rose contacted Mansfield to see what they budgeted for and with 9 troopers they only budgeted for 70% from State of CT, not 100%. Mr. Rose will follow up with this.

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D. Correspondence

Bill Rose reported that a letter was sent out to the Mansfield and Chaplin residents regarding the Mansfield and Chaplin Interlocal Agreement - Boundary Line Survey to explain the situation and process with the survey to date. This letter is also informing the residents that they may see surveyors in their neighborhoods.

Mr. Rose also shared a letter from CIRMA regarding funds that are being distributed to their customers and Chaplin will be receiving \$1524 from dollar equity distribution.

Bill Rose reported he received a letter from the Senior Center Board of Directors requesting an increase in the Director's salary. This will be discussed later under Agenda item 7d.

E. Building/Infrastructure

Mr. Rose reported on the condition of the roads. Our regular CIP budget request is too low and more money will be needed to repair the roads which were severely damaged from the winter storms. He will request more money at the upcoming CIP meeting. The town will also be asking for FEMA funds to assist with the costs of snow removal from the blizzard. There are Tiger Grant funds also and we will see if we can apply for those too.

F. Discussion regarding Recreation Commission

John Smith reported that the commission voted to work with the Town of Windham in kind. The contract with TruGreen ended in January and Bill Rose will contact them to let them know we will be working with Windham.

Bill Rose asked about the playscape at the Department of Public Works and that someone has been interested in acquiring it. John Smith stated that they will not be using it as a new one must be purchased. Mr. Rose will call the interested party to come in and take it. According to John Smith with Special Revenue and fund raising they can get about \$20,000 for a new playscape.

6. Old Business

A. STEAP Grant (Bedlam, Darling Pond, North Bear Hill Bridge)

Bill Rose reported that he is still trying to move grant funds from Bedlam Bridge to North Bear Hill Road Bridge. Mr. Rose reached out to Tony Guglielmo and OPM and we are still waiting to hear back. Regarding Darling Pond, it is in rough shape and we are still waiting to see if we have been approved for grant funds. The outlet pipe is under water and it is flowing as fast as it can flow. John Smith reported that the pond will be filled with bass for the fishing derby this summer. Regarding the North Bear Hill bridge design has exceeded 70% and they are doing the final endangered species study. The land owners received the match from the State and offers on the land acquisition and the residents want a meeting with DOT and the Land Acquisition department to review maps and to understand the project. They will be scheduling a meeting after 4/15/15.

B. Discuss All Pending and New FOI Requests

None

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C. Discussion regarding Shuba Lane

Bill Rose reported that we received an amendment to the civil suit between the Bullard's and the Dziavits. The Bullard's are suing the Dziavit's civilly. Town Attorney O'Brien is reviewing the packet also.

D. Annual Budget/CIP review and discussion

Mr. Rose reported that the next CIP meeting is on April 8, 2015 and he will ask for more funds for the roads. We also need a new DPW truck which we have specs for and will put out to bid. He did find a 2014 truck that would be a good option.

E. Status of School Study

Bill Rose reported that next Tuesday there is a meeting for the School Study. It is a presentation by Milone and MacBroom for the Board of Education. All questions and answers will be logged.

F. Employee Handbook Policies

Bill Rose read the "employment of spouse and relatives" section from the Employee Handbook. He would like it replaced with a more detailed anti-nepotism policy that was approved by Labor Attorney, Eileen Duggan.

Irene Schein made a motion to replace in the employee handbook under the "Conflict of Interest" section regarding "employment of spouse and relatives" that paragraph with the anti-nepotism policy dated 3/30/15. John Smith seconded the motion. Discussion ensued regarding elected vs. employee, particularly with the Registrar of Voters. If there is a conflict the Board of Selectmen can review according to the new policy. Bill Rose will talk with Attorney O'Brien regarding relatives assisting with the polls. All in Favor of the motion, motion passed.

7. New Business

A. Tax Collector Refunds

None

B. Resignations/Appointments

None

C. Mowing Maintenance/DPW Discussion

Bill Rose recapped the last meeting about hiring another employee instead of putting mowing out to bid. He still needs to put information together. Discussion ensued regarding the school plowing and what a fourth employee can cover. Having another employee would also help if one is out to cover the work. If we do our own mowing and not contract it out we are looking at a \$15,000 to \$20,000 capital investment for equipment. Mr. Rose stated that there is always enough work in the winter with plowing, we also have the transfer station to cover and the summer there is enough to keep busy. Between salary and benefits you are looking over \$50,000 but the mowing bid was \$20,000 this year. If we purchase a mower maybe we can do the school too. Bill Rose will investigate more.

D. Discussion: Employee Salaries

Bill Rose stated that there is nothing to discuss at this time until the DPW negotiations are complete. There is a meeting on May 14, 2015 for more discussions. The Senior Center Board also

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requested an increase in the Director's salary. Mr. Rose state that Dick Weingart mentioned he wants a salary survey done on all positions. Per Mr. Rose, we put extra money in a contingency fund to cover salary increases once negotiations are done. The BOS can discuss more then.

E. Federal Local Bridge Program Funding – England Road Bridge No. 04603

Bill applied for grant for England Road Bridge which was approved for riprap, enhancements, etc and we were approved for 80%. Mr. Rose talked to WMC about it and the work can be changed from the initial application and we will still get 80% funded. If we go out to bid and the costs go up, then we can adjust initial application.

8. Other Business

A. Agreement between the Town of Hampton and the Town of Chaplin regarding CT Small Cities Community Development Block Grant Program

Mr. Rose reported we received a joint agreement from Hampton Small Cities to get grant funding to continue the Hampton Regional Housing Program which needs to be signed. Irene made a motion to sign contract with Hampton for the Joint Community Application Cooperation Agreement. John Smith seconded the motion. All in favor.

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

Jim Randall stated there is legislation regarding dams and wanted to know what our rating was on Darling Pond. Bill Rose said he would check, but all engineering reports, DEEP approval and permits are done, we just need the funds now. Mr. Randall let the board know that the South Bear Hill Bridge will need to be widened and the bridge is getting rusty. Mr. Randall also suggested that there should be a playground at the old elementary school and maybe basketball courts. Mr. Rose stated he preferred them at Garrison Park.

10. Agenda Suggestions for next meeting

Communications and Reports

Trooper Report
Board Member Reports
Board of Finance Discussion
Correspondence
Building/Infrastructure
Discussion regarding Recreation Commission

Old Business

STEAP Grant (Bedlam, Darling Pond, North Bear Hill Road)
Discuss All Pending and New FOI Requests
Annual Budget/CIP review and discussion
Discussion regarding Shuba Lane
Status of School Study
Employee Handbook Policies

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Mowing Maintenance/DPW Discussion

Salary Discussion – Employees

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

12. **Adjourn**

Meeting adjourned at 8:24pm