

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, June 2, 2016  
*\*AMENDED MINUTES***

**Members Present:** Matthew Cunningham, First Selectman; Irene Schein, Selectman; William H. Rose IV, Selectman.

**Others Present:** Dick Weingart, Chairman Board of Finance; Jim Randall, Emergency Preparedness Director; Suzanne Gluck, Administrative Assistant/Recording Clerk; Chris and Peg Mckleroy, Residents.

**1. Call to Order**

Matt Cunningham called the meeting to order at 7:02pm.

**2. Additions to Agenda**

None

**3. First Audience of Citizens**

Jim Randall stated that although Dick Weingart did a good job presenting the budget at Town meeting he felt that there was not enough opportunity for residents to discuss specific line items and it was rushed. Mr. Randall also stated he is opposed to having a resident Trooper and that these funds are better served to hire firemen and EMT's. Ms. Schein suggested that he follow the process of obtaining 20+ signatures in order to get a meeting to discuss the Trooper. Mr. Weingart stated that next year he will present it differently so there is more time for feedback.

Mr. Randall informed the Board that the Spectra Energy training class on 6/22 has been changed from Wrights Mill to the Holiday Inn in Norwich. Ms. Schein suggested sending a notice out via Google groups to let people know.

Mr. Randall asked the Board if DPW can clean up in front of the Transfer station with the chipper and also have a sign stating hours of operation, etc.

**4. Approve minutes of: Regular Meeting Minutes of May 5, 2016.**

Irene Schein made a motion to approve the May 5, 2016 regular meeting minutes. Bill Rose seconded the motion. All in Favor. Discussion included a correction to Page 2 "A new sweeper was purchased for road sanding at auction for \$6450" should state "sweeping" not "sanding".

**5. Communications and Reports**

**A. Trooper Report – May 2016**

The Board reviewed the statistics and noted an increase in calls for the month of May. Ms. Schein reported that there have been many complaints online regarding motorcycles racing. Matt Cunningham brought to Trooper Black's attention.

**B. Board Members Reports**

Mr. Rose reported that there was a recent article in the newspaper regarding the dissolution of RD11. The Board also discussed \*E.O. Smith High School status and tentative location change.

Mr. Cunningham reported on his meeting with Ross Solar and that their analysis came back that if the town went solar for Town Hall, Senior Center/Library, and Fire Department we could save approximately \$3800 - \$4000 a year. Bill Rose had concerns, when another company did the same study a few years ago there were issues with getting enough sun for the panels.

**C. Board of Finance Discussion**

Dick Weingart reported we have an approved budget for next year. Parish hill assessment, the new figure with reductions will save us in range of \$60,000. PHS changed revenue increase of \$50,000. The mill rate is same as last year 35.05. Mr. Weingart explained the cap for motor vehicles and how it would affect the Town. The bottom line is according to the State formula for grants we ended up with new MRSA account, net increase of \$10-12,000 from last year. Auditors have been appointed at the BOF meeting and the Town will be using MAWC for next year. Dick to reach out to them regarding figures for grant accounts, the audit for Chaplin did not include these so he will follow up. Also he will investigate w/auditors regarding legislation that was passed last year. There is a municipal spending cap of 2.5 per year and penalty if exceeded, exceptions is capital of \$100,000; he needs to confirm effective year. Mr. Weingart talked to Ken Henrici regarding monitoring the CES budget and he owes Mr. Weingart a projection.

**D. Correspondence**

Mr. Gluck received a request from resident Ann Chuk if the Town would consider making a path in Tower Hill cemetery to make it easier to walk around. Mr. Cunningham spoke with the cemetery Sexton and Gene Boomer said due to the location of the graves it would be difficult to create a path.

**E. Building/Infrastructure**

Nothing to report.

**F. Discussion regarding Recreation Commission**

Matt Cunningham reported that the Recreation Director position has been advertised. He also discussed Labor Day event planning to include a church sponsored Bed Race.

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

None

**B. Resignations/Appointments:** Bill Rose made a motion to appoint Tim Barr as a new member to the Recreation Commission. Irene Schein seconded the motion. All in favor.**C. Close CIP Projects**

Irene Schein made a motion to recommend to the BOF to close the Tower Hill Road bridge project. Bill Rose seconded the motion. All in Favor. The Board agreed to discuss the CIP plow truck funds at the next meeting.

**D. Discussion regarding end of fiscal year 2016**

Mr. Weingart would like to send an email out to Commission/Board chairs to raise level of visibility if they are going over budget to get in touch with Finance Manager Val Garrison. Also to request holding off on spending this year if we can, especially the Chaplin Elementary School.

**E. Status of School Study – Discussion and possible action regarding a Special Town meeting.**

Matt Cunningham requested that a Special Town meeting be held on June 15, 2016 then go to referendum on June 23, 2016.

Irene Schein read the Dissolution of Regional School District No. 11 Resolution. Ms. Schein made a motion to sign the Dissolution of Regional School District No. 11 Resolution. Bill Rose seconded the motion. All in Favor. Mr. Cunningham also stated that at the Annual Town meeting the ordinance for interlocal agreements with NECCOG was voted down due to it not being specific to NECCOG. The ordinance was rewritten and will be presented at this Special Town meeting. Mr. Cunningham read the June 15, 2016 Special Town meeting legal notice. Bill Rose made a motion to publish and follow the agenda for the June 15, 2016 Special Town meeting. Irene Schein seconded the motion. All in Favor.

## 7. Old Business

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

Mr. Cunningham reported that the majority of the work is done on Darling Pond Dam. The contractor recently hydro seeded. We are dealing with a beaver issue and we hired the wildlife nuisance contractor to take care of them. We are slightly over budget about \$4000 due to more involvement with the engineers. Mattern Construction was on budget. We will have one more meeting in a few weeks to review the final work and sign off on the project. Regarding North Bear Hill Bridge State DOT pulled back bid that was supposed to go out this week. New date to have documents prepared was 6/15 but not later than 6/22. DOT liaison is sending daily emails with updates; we are now looking at early October breaking ground. We also need to check with Army Corps of Engineers and to determine what work can be done during certain times of the year.

### B. **Discuss All Pending and New FOI Requests**

None

### C. **Employee Handbook Policies**

None

### D. **Mowing Maintenance/DPW discussion regarding organization and structure**

Mr. Cunningham reported that the DPW Foreman has decided to stay on for the next 6-12 months. Ben Shipton, DPW Driver/Operator turned in his resignation and his last day is June 4<sup>th</sup>. The Board agreed to keep open the new DPW Supervisor position. The on-call position has also been posted and maybe then can hire a few people as backups.

### E. **Mansfield/Chaplin Border Study**

Mr. Cunningham reported that Mansfield is sending out a letter to Mansfield and Chaplin residents regarding the border study and that there will be a meeting on June 14th. The Board reviewed the letter. Ms. Schein and Mr. Rose stated that they felt the letter gives the wrong message, the survey is complete and the monuments need to be put in place.

### F. **Discussion regarding Public Safety and Resident Trooper Program**

Matt Cunningham stated that the Horizontal Safety Program will incorporate adding stripes on some roads at no cost to the Town.

### G. **Discussion on Energize CT Grant**

Mr. Cunningham followed up with the ConServ Fire Department review and the \$5000 grant funds can be used for the building, if we go solar then that will double.

**H. Job Descriptions**

Matt Cunningham shared the Recreation Director job description that was updated by the Town Labor attorney. Bill Rose made a motion to approve the Recreation Director's job description. Irene Schein seconded the motion. All in favor. The Board reviewed the Recording Clerk job description which still has to go to the attorney for review. They agreed a generic description for a recording clerk can be used for the Commissions/Boards. This will be tabled until next meeting after Attorney review.

**I. Discussion regarding leasing space in the Old Post Office Building.**

No updates at this time.

**J. Discussion regarding use of Community Center.**

Mr. Cunningham will have Steve Nurme attend the next Recreation Commission meeting to discuss the stage changes at the Community Center.

**K. Status of Chaplin Museum re-location.**

Matt Cunningham discussed grants through Trust Historic Preservation, no capital funds available but up to \$15,000 for planning, i.e. engineers. Application is ready to go and it opens in July for submittal. He spoke with State Historic Preservation regarding capital funds and they said it is available as long as the move of the building stays within the historic district.

Mr. Mckleroy expressed concerns with the move. The museum is located in the front of his property and according to State of CT CFR Title 36 in regulations if there is a history of multiple building being used together, it cannot be separated. History shows that his house and the museum were once the Davenport dry goods store. Mrs. Mckleroy asked the Board to consider turning the building over to them, instead of it just sitting there deteriorating they can maintain it as stated in the deed. Mr. Mckleroy said that if it is part of their property they can put the building to use for functions, parties, etc.

Matt Cunningham stated that the Town is not willing to relinquish the building and the Board is currently researching available options to put the building to use for the Town and by moving it, it will ensure preservation and usability.

**L. Discussion regarding the 2016 Annual Town Meeting.**

None

**M. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.**

Matt Cunningham suggested creating a line item in CIP for the event and having the Recreation Commission oversee the celebration. The Board agreed.

**N. Review status of Conservation Commission.**

Mr. Cunningham still has not been able to meet with the Chair and he has concerns they may be in violation of properly posting meeting agendas/minutes.

**8. Other Business**

None

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

Peg Mckleroy informed the Board that the Senior Center does not have wheelchair access and requested this be looked into. Mr. Cunningham will follow-up.

Dick Weingart stated that at the 5/24 BOF meeting the Tax Collector and Assessor were present. The Assessor mentioned the Algonquin project, he received costs of the compressor – 10 million dollars and it will hit the October grant list. Algonquin is also filing to add additional compressors; these are good additions to the grand list. Tax Collector reported that the collection rate is about 98.2%.

**10. Agenda Suggestions for next meeting**

Communications and Reports

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

New Business

Tax Collector Refunds  
Resignations/Appointments

Old Business

STEAP Grant (Darling Pond, North Bear Hill Bridge)  
Discuss All Pending and New FOI Requests  
Employee Handbook Policies  
Mowing Maintenance/DPW discussion regarding organization and structure  
Mansfield/Chaplin Border Study  
Discussion regarding Public Safety and Resident Trooper Program  
Discussion on Energize CT Grant  
Job Descriptions  
Discussion regarding leasing space in the Old Post Office Building.  
Discussion regarding use of Community Center.  
Status of Chaplin Museum re-location.  
Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.  
Review status of Conservation Commission.  
Close CIP Projects  
Status of School Study

**11. Date, time, and place of next meeting (July 7, 2016 @ 7:00pm @ the Town Hall)**

**12. Adjourn**

Bill Rose made a motion to adjourn the meeting at 9:05pm. Irene Schein seconded the motion. All in Favor.