

BOARD OF SELECTMEN
Chaplin, Connecticut
Wednesday, October 12, 2016
Special Meeting
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 Management Director; Suzanne Gluck, Recording Clerk.

1. Call to Order

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

2. First Audience of Citizens

Jim Randall stated that the DPW crew did a great job on mowing next to the old post office.

3. Approve minutes of: Regular Meeting Minutes of September 1, 2016

Irene Schein made a motion to approve the Board of Selectmen regular meeting minutes from September 1, 2016. Bill Rose seconded the motion. All in favor.

4. Communications and Reports

A. Trooper Report – September 2016

The Board reviewed the calls for September and noted an increase in total calls.

Mr. Cunningham reported that there have been reports of a suspicious box truck in the area pulling into driveways. It has been reported to Trooper Black and he will be watching the area.

B. Board Members Reports

Ms. Schein asked that the Board put on the next agenda discussion regarding a name change of the holiday from Columbus Day to Indigenous Peoples' Day. This has been done in other states. The Board agreed.

Bill Rose mentioned that it looks like the DPW crew has been busy getting things done in Town. Mr. Cunningham mentioned that they have been doing a lot of mowing and equipment maintenance. Asplundh Tree Service has been in Town removing trees. Mr. Rose said it was good to have the Tree Warden as our DPW Supervisor.

C. Board of Finance Discussion

Dick Weingart reported that at the Board of Finance meeting last night they approved the increase to the 2016-2017 Hampton-Chaplin Ambulance Corps, Inc. contract.

He also reported that the auditors are on sight and they think it will be wrapped up in time for a presentation to the Board of Finance at the December meeting. Also, once the draft financial reports are available we need to be sure there is someone from the Board of Education present for review. The documentation of policies and procedures still needs to be done. Matt Cunningham said it should be ready for next year. Mr. Weingart also suggested keeping an eye on the Darling Pond CIP account. Mr. Cunningham stated that the project is done and the final bills have been processed. Dick Weingart also mentioned the non-lapsing carry over account for the Board of Education to be discussed further. The new budget year process will begin soon again.

D. Correspondence

Matt Cunningham read a letter from CT Greenbank – there are some changes with the energy saving programs they support which Eversource and United Illuminating will be taking over. He reached out to CT Greenbank to see what the impact will be for the projects we are working on with them.

E. Building/Infrastructure

Mr. Cunningham reported that the DPW crew has been working on road drainage. The culverts were cleaned and jetted out but some of them were missed by the contractor and they will determine if our DPW crew will do them or not. There was a leak in the library basement due to the chimney which has been recapped and sealed.

F. Discussion regarding Recreation Commission

Matt Cunningham said that Phase I of the new playscape has been completed and basketball season is starting soon.

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

Irene Schein made a motion to refund Sean W. Ohara \$90.08 for overpayment of taxes. Bill Rose seconded the motion. All in favor.

Irene Schein made a motion to refund VW Credit Leasing LTD/Alisa Shortridge \$1085.15 for overpayment of taxes. Bill Rose seconded the motion. All in favor.

Irene Schein made a motion to refund Gary L. Charron \$52.58 for overpayment of taxes. Bill Rose seconded the motion. All in favor.

Irene Schein made a motion to refund Jill Mannise \$616.88 for overpayment of taxes. Bill Rose seconded the motion. All in favor.

B. Resignations/Appointments

None at this time.

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

Matt Cunningham reported that the Darling pond project is over budget by \$24,711.39 due to the engineering costs from RT Group. This overage needs to go to Town meeting for approval.

Regarding North Bear Hill bridge he was informed by the engineers, WMC, that not all permits were in place before it went out to bid. We are still scheduled to start in April 2017 and the permits should be in place by then. Mattern Construction has agreed to delay the award contract and will hold their bid numbers.

B. North Bear Hill Road Bridge Project - (see 6a.)**C. Discussion regarding handicapped access at the Senior Center**

Matt Cunningham reported that according to the Senior Center Director there is a door that used to have a bell. The bell still exists but doesn't work and the door is wide enough for a wheelchair. There is already a ramp and using this door would be a significant savings.

D. Discussion regarding use of Community Center

No updates at this time.

E. Status of Chaplin Museum re-location

No updates at this time.

F. Status of Dissolution Study and Add/Withdraw Grades Study

Add/Withdraw Grades Study committee has been meeting, Dissolution Study Committee has not started their meetings yet.

G. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.

No updates at this time.

H. Discuss All Pending and New FOI Requests

None

I. Employee Handbook Policies

None

J. Discussion regarding the Department of Public Works

Future discussion to be held regarding DPW taking over the Transfer Station for next fiscal year. All DPW staff should get certified, currently Justin McAvoy-Laflamme is the only one trained.

K. Discuss and possible action on the 2016-2017 Hampton-Chaplin Ambulance Corps, Inc. contract with the Town of Chaplin.

Irene Schein made a motion to approve and sign the 2016-2017 Hampton-Chaplin Ambulance Corps, Inc. contract with the Town of Chaplin. Bill Rose seconded the motion. All in Favor.

L. Discussion regarding Public Safety and Resident Trooper Program

No updates at this time.

M. Discussion on Energize CT Grant

The Town currently has 5,000 points and the new solar project will give us 10,000.

N. Job Descriptions

None

O. Discussion regarding leasing space in the Old Post Office Building.

Mr. Cunningham reported that the DPW cleaned out the building and will come up with a list of what should be fixed. Mr. Rose suggested an enclosure around the HVAC system.

P. Review status of Conservation Commission.

Mr. Cunningham reported that Juan Sanchez, Chair of the Conservation Commission, is planning a Special meeting and may have more members to join. The ordinance for the Commission will be reviewed at the next BOS meeting.

7. Other Business

No updates at this time.

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

Jim Randall reported that he is currently working with DEEP on installing a new dry hydrant and needs to get information to them by Monday for their meeting.

Dick Weingart stated that the Tax Collector, Gay St. Louis, can now track tax collection percentages from year to year.

9. Agenda Suggestions for next meetingCommunications 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

Review and discuss Conservation Commission Ordinance

Old Business

STEAP Grant (North Bear Hill Bridge)

Discussion regarding handicapped access at the Senior Center

Discussion regarding use of Community Center

Status of Chaplin Museum re-location.

Status of Dissolution Study and Add/Withdraw Grades Study

Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.

Discuss All Pending and New FOI Requests

Human Resources

Discussion regarding Public Safety and Resident Trooper Program

Discussion on Energize CT Grant

Discussion regarding leasing space in the Old Post Office Building.

10. Date, time, and place of next meeting (November 3, 2016 @ 7:00pm @ the Town Hall)**11. Adjourn**

Meeting adjourned 7:55pm