

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, November 1, 2018
MINUTES**

Members Present: William H. Rose IV, First Selectman; Anthony Pinto, Selectman.

Members Absent: Matthew Cunningham, Selectman

Others Present: Suzanne Gluck, Administrative Assistant/Recording Clerk; Dick Weingart, Chairman/Board of Finance; Jim Randall, Director Emergency Preparedness; Cesar Beltran, Board of Finance; members of the community.

1. Call to Order: Meeting was called to order at 7:04pm.

2. Additions to Agenda: None

3. First Audience of Citizens:

Mr. Randall asked why the Library/Senior Center boiler room project was not discussed at Town meeting. Mr. Rose stated it was already budgeted. He also asked about the new well for the building and Mr. Rose informed him that he has worked with Eastern Highlands Health District and maps were submitted to the State and waiting on approval. Mr. Mckleroy asked what the plan is for the Old Museum and William Ross Library. Mr. Rose stated that at the Town meeting the consensus was not to move the museum or sell it, so it will stay status quo. As for the William Ross library he feels the discussion at Town meeting was minimal and can be discussed again at the annual Town meeting in May. He will investigate an A2 survey and talk to abutting neighbors regarding easements to see what the options are for this building.

Mrs. Ricklin asked about the status of the Bicentennial Committee and if there was any response from other boards/commissions. Mr. Rose stated not yet and suggested an article to be published to get more interest. She also asked about the status of the roof and solar panels at the Senior Center/Library. Mr. Rose reported that they had a conference call with Green Bank and made some progress. The bills for the last few months have been forwarded so they can assess our savings. To understand how the program works can be very complicated and warrants more conversations and continue to renegotiate the current contract. The Board received quotes for a new roof and trying to negotiate the best price to remove the solar panels and put them back on the new roof.

4. Approve minutes of: Board of Selectmen regular meeting minutes of October 4, 2018.

Mr. Pinto made a **MOTION** to approve the 10/4/18 regular meeting minutes for the Board of Selectmen. Mr. Rose seconded the **MOTION**. Discussion: one correction to the numbering/lettering on agenda item 8I is needed. Mr. Pinto made a **MOTION** to amend the 10/4/18 Board of Selectmen regular meeting minutes by correcting the numbering/lettering on agenda item 8I. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

5. Communications and Reports

A. Trooper Report – October 2018: Percentage still around 74% of calls handle by Trooper Black.

B. Board Members Reports: None

- C. Board of Finance Discussion:** Mr. Weingart reported that there will not be a Board of Finance meeting on 11/5 due to the holiday so it was moved. They will discuss audit – field work has started. He met with auditor Darin Offerdahl from MAWC to discuss the bridge project – we will need a federal audit due to the federal funds received and it will cost the Town \$3000. He also discussed the corrective action plan – the Town will need to comment on these until it meets the auditor’s satisfaction. The Board of Education also needs documented financial procedures, they will reach out to Ken Henrici, Superintendent. The CIP (Capital Improvement Plan) packet was sent out to the Boards/Commissions and the first meeting is scheduled on 12/17/18. The next big item is preparing for the FY2019-2020 budget. A reminder went out again for the annual reports. A subcommittee for RFP (request for proposal) met and they hope to get out report next week and posted to website and investigate other avenues for bidding.
- D. Correspondence:** Mr. Rose read an update from Assessor, Chandler Rose, that the notices from the revaluation were sent to the residents and currently only have 5 appeal hearings scheduled with Vision Appraisal regarding property assessments.
- E. Building/Infrastructure:** Mr. Rose reported that the North Bear Hill bridge is now open, paving is complete. Also discussed were snow stops versus overhang at the firehouse to prevent snow slide from solar panels – if snow stops are used on the roof then it would block the solar panels. Mr. Rose also discussed the North Bear Hill Road drainage project – it is still with the engineers.
- F. Discussion regarding the Municipal Building Usage Ad-Hoc Committee:** Mr. Rose stated that the insurance requirements to use the buildings has been finalized, next step is to finalize the policies and regulations and he hopes to have a meeting scheduled in the next couple of weeks.

6. New Business

- A. Tax Collector Refunds:** None
- B. Resignations/Appointments:** None
- C. Discussion regarding the Special Town meeting held on 10/29/18:** Mr. Rose stated it was summed up earlier in this meeting. All requested transfers were approved.
- D. Discuss and possible action to amend the 2018-2019 Approved Wages schedule to add Assistant Registrars:** Mr. Rose stated that the budget was already approved but the Assistant Registrars were not added to the Employee Wage Schedule for 2018-2019. Mr. Pinto made a **MOTION** to add Assistant Registrar at a rate of \$17.50 per hour. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
- E. Discuss and possible action on the 2019 Board of Selectmen regular meeting dates:** Mr. Rose made a **MOTION** to approve the 2019 Board of Selectmen meeting dates (see attached). Mr. Pinto seconded the **MOTION**. Discussion: The July meeting was moved to the following week due to the July 4th holiday. All in favor. **MOTION** passed.
- F. Discuss and possible action to sponsor the Artists’ Open Studio event on November 23-25 & December 1-2, 2018 at the Chaplin Senior Center.** Mr. Rose made a **MOTION** to sponsor the Artists Open Studio event on November 23-25 & December 1-2, 2018 at the Chaplin Senior Center. Mr. Pinto seconded the **MOTION**. Discussion: The Board felt that this is a good event that benefits the public. All in favor. **MOTION** passed.

7. Old Business

- A. Update regarding propane supplier for Town buildings:** Mr. Rose reported that a contract with Osterman was signed by the Town, just waiting on Osterman’s signature to finalize it.
- B. STEAP Grant (North Bear Hill Bridge):** Mr. Rose reported that we are waiting on finalizing funds.

- C. **Discussion regarding England Road Bridge Project:** Mr. Rose reported that engineers are still working on the requirements of the project and he confirmed we are still receiving federal funds for it.
- D. **Discussion regarding North Bear Hill Drainage Project:** Per Mr. Rose engineers are still working on it.
- E. **Discussion regarding Bedlam Road Bridge Project:** Mr. Rose stated we are still waiting on budget numbers and the local bridge program.
- F. **Discuss tentative plans to celebrate Chaplin Bicentennial in 2022:** As discussed earlier, they will work on article promoting the bicentennial event.
- G. **Discuss All Pending and New FOI Requests:** Mr. Rose read the FOI request received on 9/17/18 from Brian Olney, MuckRock News, Somerville MA. Dog licensing and registration data (actively registered for 2018) was requested and the Town Clerk, Shari Smith, forwarded the report after the copy fee was paid.
- H. **Discussion regarding the Department of Public Works:** Mr. Rose reported that the crew is finishing up the use of the rented bucket truck, they got a lot of work done. They can hire a contractor to cut the taller trees, there is enough money in the budget. The ½ trees left behind will be removed with the backhoe.
- I. **Discussion regarding condition of the library boiler room:** No update
- J. **Discussion on Hampton/Chaplin Ambulance Corp:** Mr. Pinto stated a meeting with Ben Brockett will be scheduled before the holidays.
- K. **Discuss solar panels/roof replacement – Senior Center/Library building:** Discussed earlier.

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

Mr. Weingart asked if there are left over funds from the STEAP grant for North Bear Hill Bridge if they can be moved over. Mr. Rose stated it is difficult when it is earmarked for a specific project, but he will try.

Mr. Rose asked Mr. Randall about the status of the command center that should be moved from the Town Hall to the fire department. Mr. Randall stated that there have been some delays but will give an update at the next Board meeting.

9. Agenda Suggestions for next meeting

Communications and Reports

Trooper Report

Board Members Reports

Board of Finance Discussion

Correspondence

Building/Infrastructure

Discussion regarding the Municipal Building Usage Ad-Hoc Committee

New Business

Tax Collector Refunds

Resignations/Appointments

Discussion regarding the move of the Emergency Command Center

Old Business

Update regarding propane supplier for Town buildings.
STEAP Grant (North Bear Hill Bridge)
Discussion regarding England Road Bridge Project
Discussion regarding North Bear Hill Drainage Project
Discussion regarding Bedlam Road Bridge Project
Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.
Discuss All Pending and New FOI Requests:
Discussion regarding the Department of Public Works
Discussion regarding condition of the library boiler room.
Discussion on Hampton/Chaplin Ambulance Corp.
Discuss solar panels/roof replacement – Senior Center/Library building.

- 10. Human Resources Matter: CONFIDENTIAL, and subject to be discussed in Executive Session per General Statutes section 1-200(6)(A), upon motion and vote of the Board of Selectmen.**

Mr. Rose made a **MOTION** to enter executive session and to invite Cesar Beltran. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed. Mr. Rose, Mr. Pinto, and Mr. Beltran entered executive session at 8:12pm.

Executive session ended at 8:55pm.
Regular meeting resumed at 8:55pm.

- 11. Date, time, and place of next meeting (December 6, 2018 @ 7:00pm @ the Town Hall)**
- 12. Adjourn:** Meeting adjourned at 8:56pm.

Board of Selectmen
2019 Regular Meeting Dates

January 3, 2019
February 7, 2019
March 7, 2019
April 4, 2019
May 2, 2019
June 6, 2019
July 11, 2019*
August 1, 2019
September 5, 2019
October 3, 2019
November 7, 2019
December 5, 2019

**changed due to holiday*