

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, January 6, 2022**

**Members Present:** Juan Roman III, First Selectman; Anthony Pinto, Selectman; Kenneth Fortier, Selectman.

**Members Absent:** None

**Others Present:** Richard Weingart, Chairman/Board of Finance; Suzanne Krodel, Administrative Assistant; Jim Randall, Emergency Management Director, and residents.

1. **Call to Order:** meeting was called to order at 7:06pm
  
2. **First Audience of Citizens:** Bob Dubos, resident, informed the Board that he met with the Wetlands agent, Joe Theroux, to do a site walk at the proposed fire pond adjacent to the firehouse. Joe Theroux informed him that because it is a fire pond with a hydrant it should get approved by the wetlands commission. Joe Pinto stated that he would like to see an ordinance if there is a hydrant on a property and it is sold, the fire department will still have access to it; we only have 2 hydrants for the town.

B. Dubos also stated that after talking to Richard Garrison it was suggested instead of closing the South Bear Hill Road bridge put in a box culvert and pave over it. This would be a lot cheaper than replacing the bridge or closing the bridge and creating a new road. Juan Roman will investigate it.

Jim Randall stated that the cow stanchions from the old barn on the property next to the fire house will need to be removed. Also, he would like to see the tree stumps in front of South Chaplin cemetery removed or grinded to allow more parking. Juan Roman said that they do not want to encourage more parking in that area. Jim Randall also stated he is not in favor of a new road instead of a new bridge.

Dick Weingart asked for clarification regarding the withdrawal of the bid for the new plow truck. J. Roman explained that the last bid accepted for the new plow truck is valid until 2025 for the chassis and cab, so there was no need to put it out to bid again. D. Weingart also stated that the bid ordinance states that any purchase over \$7500 must go out to bid and that in the past some things did, and some things didn't. J. Pinto agreed.

3. **Additions to the Agenda:** None
  
4. **Approve minutes of the Board of Selectmen regular meeting on December 2, 2021 and special meeting minutes on December 21, 2021.** J. Pinto made a **MOTION** to approve the 12/2/21 regular meeting minutes. K. Fortier seconded the **MOTION**. All in favor. **MOTION** passed. K. Fortier made a **MOTION** to approve the 12/21/21 special meeting minutes. J. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

**5. Communications and Reports**

**A. Trooper Report:** The Board reviewed the report and noted 15 traffic stops, processed pistol permits, and a Dare graduation on 1/12. He did 56% of the calls and Troop D attended to the rest. There were two notable events - a traffic stop with narcotics and a fugitive located on 12/24. K. Fortier made a **MOTION** to accept the Trooper report. J. Roman seconded the **MOTION**. All in favor. **MOTION** passed.

**B. Board Members Reports:** J. Roman reported that we received a FEMA reimbursement of \$31,844.06 for storm Isaias. This was from the previous fiscal year so the Board of Finance will determine where the money will go.

**C. Board of Finance Discussion:** D. Weingart reported that we are in the final stages of audit process, reviewing draft audit. D. Weingart, First Selectman, Business Manager from Parish Hill, and auditors will need to meet. The auditor will make a presentation to the Board of Finance, and management letter will need to be signed. The Capital Improvement Plan Committee has met, and he has not been happy with how projects have been presented for example the BOE came in with new five year plans replacing old plans, it is hard to plan for the future this way. The Board agreed meeting individually with the Fire Department, DPW, and BOE first would help with the process. The budget process is kicking off and after working with system of keeping track of buildings, we have building, grounds, maintenance allocated for about six buildings except for the fire department and library/senior center. He recommends one area for building maintenance in the budget. We are looking at approximately for FY2021 \$165,000 surplus and we will be above the \$1.75 million in the fund balance.

**D. Correspondence:** None

**E. Building/Infrastructure:** J. Roman reported that the HVAC system for Senior Center/Library should come out of the American Rescue Funds. It was recommended we get a loss revenue report from the auditors to see if we qualify for the funds and it shows we didn't lose money. That means it is now more specific on how we can use this money. He is still looking into a geothermal system for them.

**F. Chaplin Elementary School and Regional District #11 Quarterly Budget Report:** The 4<sup>th</sup> QTR report was submitted and reviewed. 44% of the budget was used so far for Regional District #11 and Chaplin Elementary school used 43%.

**6. New Business**

**A. Tax Collector Refunds:** K. Fortier made a **MOTION** to approve tax refunds to Brandon Truman for \$154.38; Dave & Jillian Bellman for \$69.88; and Jillian Bellman for \$109.85. J. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

**B. Resignations/Appointments:** None

**C. Discuss Emergency Distribution of Assets from the State generally, and specifically Covid 19 home tests:** K. Fortier expressed concerns regarding the distribution of the COVID test kits after hearing feedback from Facebook. These tests are for the entire population in Chaplin, and we need to have a more fair method of distribution for those who worked during the day and couldn't get a kit. J. Roman explained that the State allocated the first set of kits to the first responders and town employees, Department of Public Works and the remainder go to residents. We only had 25 vehicles that could get tests and the Governor wanted them distributed ASAP

due to the holidays and COVID cases spiking. More tests came in today, approximately 180 boxes and he is coordinating the distribution with the emergency management director, Jim Randall. For the masks we did two times for pick-up, over 4,000 masks. The first distribution of the COVID tests was cancelled because he received a call in the middle of the night saying the shipment didn't come in. K. Fortier stated that it would be helpful to let people know this information.

**D. Discuss and possible action regarding the nomination of the burning official:**

J. Roman made a **MOTION** to nominate Andrew Daniels as the Open Burning Official for the town of Chaplin. J. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

7. **Old Business:** J. Pinto made a **MOTION** to move agenda item 7v. "Discussion regarding the feral cat program" to 7a. J. Roman seconded the **MOTION**. All in favor. **MOTION** passed.

**A. Discussion regarding the feral cat program:** J. Roman reported that he spoke to NECCOG and that they will set traps and once captured the cats will get rabies shots, vaccinations and neutered/spayed. If they are healthy then they are re-released and there are no issues if someone wants to adopt or keep over the winter. The town will get charged \$55 a cat. Resident, Alexandra Burkhart, stated that she lives next door to where the cats roam near 260 and 252 Tower Hill Road. They found 2 litters, one litter taken in and she volunteered to be the point person with NECCOG. J. Roman stated that when NECCOG calls the Selectman's Office we will approve the capture. Resident Kitty Leshay also offered to take them in when the cats are released.

**B. Economic Development Commission Update:** No update from the commission but J. Pinto stated that the committee needs to focus on economic development, not community development and the focus should be to attract business in town. The Plan of Conservation and Development was discussed, and J. Roman confirmed that the BOS does not have to approve it tonight. In order to change the Economic Development into two commissions we may need to draft new ordinances which would go to the town attorney. J. Pinto will contact Dennis O'Brien.

**C. Discussion regarding the sale of Tutko Road:** The Board discussed easements and looking to sell the property and let everyone has access to their properties. J. Roman will work on it and have town attorney look at it so it can be brought up at the Town meeting. D. Weingart discussed access to his property from Tutko Road, but they want the same rights after the sale which would be an easement. K. Fortier reiterated if the Town granted an easement, even if it wasn't sold, it would still have to go to Town meeting. J. Roman will reach out to Land Use Attorney, Rich Roberts. This is a discontinued road that doesn't get maintained.

**D. Chaplin Museum:** No update

**E. American Rescue Plan Funds – COVID19:** Discussed earlier

**F. COVID-19:** J. Roman reported that GoToMeeting licenses are available again so boards/commissions can have remote meetings.

**G. Undeclaring the State of Emergency for the Town of Chaplin:** J. Roman reported that the resolution needs to be updated with his name as the new First Selectman. J. Pinto made a **MOTION** to update the resolution to continue the

March 18, 2020 state of emergency for the Town of Chaplin (see attached). K. Fortier seconded the **MOTION**. All in favor. **MOTION** passed.

**H. England Road Bridge Project:** J. Roman reported that there were four designs, and that Model D was agreed upon. The design part is now done, and the next step is for him to sign the report of the meeting. Once this is signed the engineers will present it to the Town. The project will take about 6-8 months and started in 2023. He is also looking into more funding options.

**I. Bedlam Road Bridge Project:** On hold

**J. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022:** The reading of Benjamin Chaplin's Will was rescheduled.

**K. All Pending and New FOI Requests:** One request for data on the Coronavirus Aid, Relief and Economic Security Act. The request was responded to, and available data showing current expenditures was forwarded. (See Selectman's office for details).

**L. Department of Public Works:** J. Roman read correspondence from DPW Supervisor Dave Stone on where the speed signs will be placed - Lynch, Chewink, Scotland Roads intersection facing up the hill towards Scotland and the other sign on Bedlam Road in the area of York Road. The Board discussed in detail the best locations and J. Pinto stated he would still like to see it at the top of Tower Hill Road, not the bottom and instead of York put it near Bedlam by the cemetery where the straight away is. The Board agreed.

**M. Discussion regarding shared and contracted services:** No update

**N. Human Resources:** No update

**O. Affordable Housing Plan Update:** NECCOG suggested asking for an extension again for the grant, K. Fortier stated that Jim Larkin from NECCOG can request this for us.

**P. STEAP Grant – Electronic Programmable Sign:** J. Roman reported that there is \$15,000 left of grant and the 1<sup>st</sup> reimbursement was requested for \$65,850.50.

**Q. USDA Grant – Purchase of a new firetruck:** No update

**R. New road at South Chaplin Cemetery/Route 198:** As discussed earlier, J. Roman will look into a new box culvert.

**S. Intersection at North Bear Hill Road and Route 198:** J. Roman reported that this is going out to bid, waiting for Eversource due to low guide wire and the existing telephone poles will stay.

**T. Chaplin Street flags:** J. Roman reported that because Dave Stone is an arborist, he is also in charge of what goes up on poles. J. Pinto didn't think so because of the height of the flags. The Frontier rep told them they share the poles, and they would have no problem with flags going up and offered to get us the paperwork.

**U. Speed limit Road Signs:** Discussed earlier

**V. Benjamin Chaplin's cupboard update:** No update

- 8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.** J. Randall asked if the speed limit sign can be used for flooding. D. Weingart stated that there are funds left over from the STEAP grant from the North Bear Hill Bridge project and he would like to look at it so they can close out this project. Sue Krodell to find out from DOT if project is done on their end. He also

asked about the agenda for the BOF and the statement regarding masks, he noted that the BOS also has a statement on their agenda and was unsure why it was an issue. J. Roman stated that the town policy is in town buildings you are required to wear a mask, we can't force them but can ask them to leave. The state has not mandated a mask requirement. J. Pinto stated the executive order allows the town to mandate this regardless of what the State says. J. Roman stated if someone refuses due to a medical reason not sure how it would go, there are different legalities with this. We can always ask them to step outside and do business through the window. The Board agreed that the Board of Finance's language on agenda is ok to use.

**9. Agenda Suggestions for next meeting:**

Communications and Reports

Trooper Report

Board Members Reports

Board of Finance Discussion

Correspondence

Building/Infrastructure

Chaplin Elementary School and Regional District #11 Quarterly Budget Report

New Business

Tax Collector Refunds

Resignations/Appointments

Old Business

Economic Development Commission Update

Discussion regarding the sale of Tutko Road

Chaplin Museum

American Rescue Plan Funds – COVID19

COVID-19

Undeclaring the State of Emergency for the Town of Chaplin

England Road Bridge Project

Bedlam Road Bridge Project

Discuss tentative plans to celebrate Chaplin Bicentennial in 2022

All Pending and New FOI Requests

Department of Public Works

Discussion regarding shared and contracted services

Human Resources

Affordable Housing Plan Update

STEAP Grant – Electronic Programmable Sign

USDA Grant – Purchase of a new firetruck

New road at South Chaplin Cemetery/Route 198

Intersection at North Bear Hill Road and Route 198

Chaplin Street flags

Speed limit Road Signs

Benjamin Chaplin's cupboard update

10. **Date, time, and place of next meeting (February 3, 2022, at 7:00pm, Chaplin Town Hall).**
  
11. **Adjourn:** Meeting adjourned at 9:44pm

*Respectfully submitted by,  
Suzanne Krodel, Administrative Assistant*

**RESOLUTION TO CONTINUE THE MARCH 18, 2020 DECLARATION OF THE BOARD OF SELECTMEN OF A LOCAL STATE OF EMERGENCY FOR THE TOWN OF CHAPLIN, CONNECTICUT AS WRITTEN, AND TO AMEND SAID DECLARATION ONLY TO SUBSTITUTE THE NAME OF OUR FIRST SELECTMAN AND CHIEF EXECUTIVE OFFICER ELECTED ON NOVEMBER 2, 2021, FOR THE NAME OF OUR FORMER FIRST SELECTMAN WHO RETIRED FROM OFFICE ON THAT DATE.**

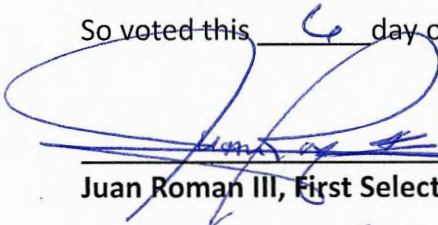
**WHEREAS**, on March 18, 2020, former **First Selectman William Rose IV**, unanimously supported by the Board of Selectmen, did duly, legally and officially initiate and effectuate said **DECLARATION OF LOCAL STATE OF EMERGENCY FOR THE TOWN OF CHAPLIN, CONNECTICUT**, which pursuant to State Law and legally promulgated Emergency Executive Orders of the Governor of Connecticut has remained legally and practically in effect to this date; and

**WHEREAS**, said **DECLARATION** provides that during the existence of the COVID 19 emergency which continues to exist today, ultimate authority for implementation of all emergency powers authorized by said **DECLARATION** shall be the responsibility of **“the Chief Executive Officer of the Town of Chaplin, Connecticut, its First Selectman, William H. Rose IV”**; and

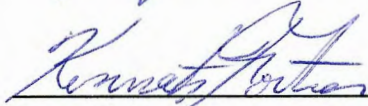
**WHEREAS**, on November 2, 2021, **Juan Roman !!!** was duly elected to replace **William H. Rose IV** as **First Selectman and Chief Executive Officer** of the Town of Chaplin:

It is hereby **RESOLVED** that the March 18, 2020 **DECLARATION** be continued in effect until it is legally declared terminated, and that **effective November 2, 2021**, it be amended to substitute the name of our current **First Selectman and Chief Executive Officer Juan Roman III**, for that of **William Rose IV**, as the public official with ultimate authority for implementation of all emergency powers authorized by said **DECLARATION OF A LOCAL STATE OF EMERGENCY**.

So voted this 6 day of January, 2022.

  
\_\_\_\_\_  
**Juan Roman III, First Selectman**

  
\_\_\_\_\_  
**Joe Pinto, Selectman**

  
\_\_\_\_\_  
**Kenneth Fortier  
Selectman**

Attested   
\_\_\_\_\_  
**Shari Smith, Town Clerk**

