

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, August 8, 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; Dave Stone, DPW Supervisor; Susan Welshman, Administrative Assistant

- 1. Call to Order:** Meeting was called to order at 7:00pm
- 2. First Audience of Citizens:** None
- 3. Additions to the Agenda:** None
- 4. Approve minutes of the Board of Selectmen regular meeting on July 7, 2022** *K. Fortier made a MOTION to approve the July 7, 2022 Regular Meeting Minutes. J. Roman seconded the MOTION. All in favor, MOTION passed.*
- 5. Communications and Reports**
 - A. Trooper Report - The Board reviewed the detailed report from Trooper Shaun Tucker: The Resident State Trooper re-submitted June 2022 report with the following correction: Traffic fatalities were incorrectly reported as two. The corrected report states that there were two incidents of Traffic Accident with Injuries instead. Juan Roman reported that he and trooper Shaun Tucker performed a safety assessment at the Chaplin Elementary school together with various Emergency Response Personnel. Parish Hill High School was assessed later that same day.
 - B. Board Members Reports: None
 - C. Board of Finance Discussion: Dick Weingart reported that on 8/4/2022 he met with Jobina Miller, District 11 Business Manager, Val Garrison, Finance Office, Juan Roman and Darin Offerdahl of Offerdahl Emerson & Company LLC over Zoom to discuss the upcoming 2021-2022 Audit. Darin provided the group with a comprehensive PBC list of items needed, date needed and responsible party. The field work for the audit is scheduled to begin on September 19, 2022. The preparation of needed information is already well under way. Regarding the End of the Year Budget Report, D Weingart stated that the Town's revenue came in at about \$200,000 more than budgeted. \$75,000 was received from the sale of the Old Library building. Tax collections were approximately \$40,000 more than budgeted. The Town's overall performance was very good. He reported that, at this time, there were \$40,000 in budget adjustments and will review at the 8/8/2022 Board of Finance Meeting. Approximately \$20,000 of the \$40,000 adjustment was due to the fact that there were 27 pay periods this year. This extra pay period was not accounted for in the budget process. This pay period was able to be covered and did not need any additional appropriation. The remaining \$20,000 were over- expenditures from various departments and include repairs and replacement of HVAC

system, etc. D Weingart final report was that he had recently attended a Council of Small Towns Zoom presentation regarding the expenditure of ARPA funds and broadband access. There appears to be a significant push to close the broadband divide in communities. Frontier is actively looking for ideas and opinions for the public going forward. The money available for this upgrade is not yet available. He indicated that the town of Hampton(?) has an online survey on their website and that this is something we should look into for the Chaplin website.

- D. Correspondence: None
- E. Building/Infrastructure: J. Roman stated that the Department of Public Works report will cover this agenda item for this meeting.
- F. Treasurer Report: None
- G. Department of Public Works Report: Dave Stone reported that July was a good month with no issues or surprises in terms of staff or equipment. Work on Goodell Road is almost complete except for the paving. The Chewink Road pipe replacement completed. A minor incident occurred at the Senior Center Library Complex when a check valve for the well was lost but the problem has been fixed. D Stone reported that he has received very positive feedback from residents who live near where the radar signs have been placed. He also reported that DPW and Town Hall were visited by OSHA and that the DPW was cited for \$550 for relatively minor infractions. Abatement will require Dave to develop some new policies and procedures as a result. The HVAC system is still in process. By belonging to CRCOG, the town can participate in a job order contracting program which would involve no procurement on the part of the town. Have met with Millenium Contractors and are expecting a proposal the week of 8/8/22. Joe Pinto stated that he was uncomfortable with not knowing what the exact budgetary numbers were for this project and is leery of some of the bigger contractors and their pricing. J Roman reported that no time frame for the project has been determined and that much will depend on the suppliers used. As a final item, D Stone reported that a boom mower is still needed and that even if ordered today, we would not receive one until April.

6. New Business

- A. Tax Collector Refunds: None
- B. Appointments and Resignations: *J Pinto made a MOTION to re-appoint Warren Church as a Regular member to the Historic District Commission for a term beginning 9/1/2022 and ending 8/31/2027. J Roman seconded the MOTION. All in favor, MOTION passed. J Roman made a motion to re-appoint Anne Lewis as a regular member of the Senior Center Board of Directors starting 9/1/2022 and ending 8/30/2024. K Fortier seconded the MOTION. All in favor, MOTION passed.. All in favor, MOTION passed. No resignations.*

7. Old Business

- A. American Rescue Plan Funds: J. Roman reported that OPM will be releasing \$331,000 in ARPA Funds to the Town. The \$25,000 requested by the church has been denied and returned to the account.
- B. COVID-19: No new information to relay.
- C. All Pending and New FOI Requests: One new FOI request was received on August 2, 2022 from Janis Farese, American Transparency. The request was for "an electronic copy of 'any' and 'all' vendor (transfer of property or services) payee payments for the year 2021. Production should include the vendor's name; vendor address; vendor city; vendor state name; vendor zip code; Check/ACH date; Check/ACH Number; Check/ACH amount; department; agency; type of payment (i.e., contract, grant, etc.) and description of products or services/payment." A response dated 8/3/2022 was sent informing J.Farese that the request had been forwarded to the town attorney.
- D. USDA Grant – Purchase of a new firetruck: J. Pinto reported that the first inspection of the new firetruck is scheduled to take place in Florida during the first week of September. Expecting delivery of the new truck later in September or in October.
- E. Discuss and possible action regarding Senior Kitchen Staff schedules: This discussion is on the agenda for the 8/8/2022 Board of Finance Meeting. Dick Weingart to report to the BOS on BOF actions.

8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion: D Weingart asked for clarification on how the adjustment to staff's hours, as with the Senior Center, are performed or regulated. Discussion occurred about how there are no set number of hours in the Senior Center Kitchen Staff job descriptions.

9. Agenda Suggestions for next meeting: None.

10. Date, time, and place of next meeting (September 1, 2022, at 7:00pm, Chaplin Town Hall).

11. Adjourn: *J. Pinto made a MOTION to adjourn at 8:11pm. K. Fortier seconded the MOTION. All in favor, MOTION passed.*

*Respectfully submitted by,
Susan Welshman
Administrative Assistant*