

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, February 1, 2024**

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

Members Absent: None

Others Present: Susan Welshman, Recording Secretary; Dick Weingart, Board of Finance Chair; Jim Randall, EMD; Chris Bray, Fire Marshal; Adele Sewart, Friends of the Chaplin Library

1. **Call to Order:** Meeting was called to order at 7:00 pm
2. **First Audience of Citizens:** Adele Sewart, representing the Friends of the Chaplin Library attended the meeting to announce two upcoming programs to be held at the Chaplin Public Library. Two flyers were passed out and a request that they be posted was made. The first event will take place on February 24, 2024 and is a book launch for poet V. Penelope Pelizzon. The second event will be a concert by Irish band Goodbye Irene which will take place on 3/9/2024. Adele also reported that the Friends of the Library's recent auction was a big success.
3. **Additions to the Agenda:** None
4. **Approve minutes of the Board of Selectmen Regular Meeting on January 4, 2024.** *J Roman made a MOTION to approve the January 4, 2024 Regular Meeting Minutes as submitted. K Fortier seconded the MOTION. All in favor, MOTION passed.*
5. **Communications and Reports**
 - A. Trooper Report – J Roman read out the report for January 2024 submitted by Trooper Shaun Tucker. See attached.
 - B. Board Members Reports:
None
 - C. Board of Finance Discussion: D Weingart reported that the 2022-23 Audit is complete and was reviewed and approved at a Board of Finance Special Meeting on Monday, January 29, 2024. He reported that the auditors found no issues or problems and commended the Town in their efforts toward maintaining healthy fund balances. D Weingart reported that the Grand List was published on 1/30/2024 and is up 22.2% from last year. Also reported that the 2023 Annual Report is nearly finished and that budget submissions for FY 2024-2025 are due in on February 8, 2024.
 - D. Correspondence: Chris Bray, Fire Marshal, submitted a letter requesting that the Board of Selectmen consider funding a request for equipment. A list of recommended equipment was attached. The BOS will take the letter and equipment list under review.

- E. Building/Infrastructure: None
- F. Treasurer Report: Treasurer Diana Alvarez was present and reported that she will be meeting with a municipality specialist from Berkshire Bank to review the Town's accounts.
- G. Department of Public Works Report: None
- H. Chaplin Volunteer Fire Department Report: None

New Business

- A. Tax Collector Refunds: *J Roman made a MOTION to approve the following tax refund: Bear Hill Electric in the amount of \$172.54. K Fortier seconded the MOTION. All in favor, MOTION passed.*
- B. All Pending and New FOI requests: None
- C. Appointments and Resignations: The Board of Selectmen received and accepted the resignation of Jeanette Haines from the Senior Center Board of Directors and the resignation of Carl Lindquist from the Historic District Commission. Both resignations were effective immediately.
- D. Authorizing Resolution: J Roman read out the resolution to be approved by the Board of Selectmen and to be signed by Town Clerk Shari Smith authorizing the Department of Emergency Management and Homeland Security to request information from the Town pertaining to grant funding. J Pinto felt the language was unclear and in the resolution. K Fortier and J Roman agreed. The approval of the authorizing resolution was tabled until further clarification can be provided to the Board.

6. Old Business

- A. American Rescue Plan Funds: J Roman reported that the ARPA fund balance currently is \$230,846.78. He reported that a request has been submitted by the Chaplin Library to replace a carpet in the front foyer and originally had approached the Capital Improvement Committee for funding. The cost for the carpet replacement will be approximately \$ 5,000. After some discussion, it was determined that the funding can appropriately come from the current ARPA fund account. Library Director, Sandra Horning, will be notified to go ahead with the carpet replacement which will be funded by the ARPA account.
- B. Discussion and possible action on Polling Locations: J Roman reported that the first early voting session lasting 4 days scheduled in April will need to take place in the Town Hall because the Community Room at the Senior Center will need to receive some technical and physical upgrades before being ready to host early voting sessions. These upgrades are in process and hopefully be in place for the November elections. The Senior Center has expressed concerns regarding how the use of the Community Room for early voting will affect the Senior's ability to access certain areas of the building. Discussions about building logistics still need to be had.

- C. Update for the construction of fire pond and dry hydrant: No current updates.
 - D. Discuss/updates on Bedlam and England Road Bridges: J Roman reported that the contract for the construction of the new England Road Bridge was signed with New England Roads Incorporated at Town Hall on January 8, 2024. The work is scheduled to begin in April 2024. J Roman also reported that the process for the replacement of the Bedlam Road Bridge has been put on temporary hold as funding is discussed.
 - E. Discussion and possible action on adding a fourth maintainer to the Department of Public Works: J Roman stated that it is his feeling that the Town cannot consider a fourth maintainer for the Department of Public Works at this time. J Roman and D Weingart both stated that the idea is a solid one, but the current budget will not be able to support it. Further discussion is needed. Tabled until next month's meeting.
7. **Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion:** D Weingart stated that he forgot to mention under the Board of Finance Report that the first Capital Improvement Committee Meeting took place on January 25, 2024. He reported that the meeting was productive and Joe Pinto, Fire Chief, concurred.
8. **Agenda Suggestions for next meeting:** None
9. Date, time, and place of next meeting (March 7, 2024 at 7:00 PM, Chaplin Town Hall).
10. **Human Resource 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.**

J Roman made a MOTION to enter into Executive session at 8:00 PM. J Pinto seconded the MOTION. All in favor, MOTION passed.

Administrative Assistant Susan Welshman was invited into the executive session as the discussion related to terms of her current contract.

S Welshman left the executive session at 8:30 PM.

Executive session ended at 9:08.

Regular Meeting resumed at 9:09 PM

B. Possible action on items discussed in Executive Session:

- *J Roman made a MOTION to make proposed changes to the Administrative Assistant's job description. J Pinto seconded the MOTION. All in favor, MOTION carried.*
- *J Roman made a MOTION to approve the 3% wage increase to be submitted for the FY 2024-2024 budget as presented. K Fortier seconded the MOTION. All in favor, MOTION carried.*

- ***J Roman made a MOTION to approve the Board of Selectman's letter to the Board of Finance regarding merit salary increases and to have the letter submitted to the Board of Finance. K Fortier seconded the MOTION. All in favor, MOTION carried.***

11. Adjourn: Regular Meeting adjourned at 9:30 PM.

*Respectfully Submitted by,
Susan Welshman
Administrative Assistant*

**TOWN OF CHAPLIN
RESIDENT STATE TROOPER
January 2024**

TO: Juan Roman; First Selectman
FROM: TFC Shaun Tucker #1237

Sir,

The following reflect the statistics collected between the dates of January 1, 2024 – January 31, 2024:

	Resident Trooper	CSP (all except RT)	TOTAL
TOTAL CALLS FOR SERVICE	20	32	57
Traffic Accident – No Injury	0	1	1
Traffic Accident – With Injury	0	0	0
Reportable Incidents	2	3	5
Traffic Stops	8	10	18

Notable events/incidents:

During the month of January the Resident Trooper continued to perform regular enhanced security checks at the town's schools.

The DARE Course has concluded at Chaplin Elementary School.

Respectfully,

TFC Shaun Tucker #1237