

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, March 7, 2024**

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

Members Absent: None

Others Present: Susan Welshman, Recording Secretary; Dick Weingart, Board of Finance Chair; Jim Randall, EMD; Adele Sewart, Friends of the Chaplin Library; Andy Belisle; Marc Morgan, Casella Waste .

- 1 Call to Order:** Meeting was called to order at 7:04 pm
- First Audience of Citizens:** Jim Randall asked the Board what the status is on the repair of the big flagpole at the firehouse. J Roman responded that the cost of repair is very high and that using ARPA funds for the repair is not appropriate. The CVFD is planning on placing a smaller flagpole in front of the fire station. J Randall stated that he would like to see the big flag back.
- 3 Additions to the Agenda:** Under Old Business: G) Equipment for the Fire Marshal.

- 4. Approve minutes of the Board of Selectmen Regular Meeting on February 1,2024. *KFortier made a MOTION to approve the February 1, 2024 Regular Meeting Minutes as submitted. J Pinto seconded the MOTION. All in favor, MOTION passed. KFortier made a MOTION to approve the Minutes of the February 6, 2024 Special Meeting. J Roman seconded the MOTION. J Pinto abstained due to absence. Two Ayes, one abstention. MOTION passed.***

**S. Communications and Reports**

- A. Trooper Report- J Roman read out the report for February 2024 submitted by Trooper Shaun Tucker. *See attached.*
- B. Board Members Reports:  
Selectman Joe Pinto reported on the two structure fires which have occurred in town recently. J Pinto stated that there was a great mutual aid response for both. The CVFD is actively recruiting new members at this time. J Roman stated that he observed great professionalism and cooperation while at the scene of both structure fires.
- C. Board of Finance Discussion: D Weingart reported that the proposed Town budget is still a work in progress and going well. Val Garrison and Susan Welshman have been working hard on pulling all incoming proposed department budgets. On the revenue side, the State budget was presented, and State funding is stable. No reductions received in our sources of State funding. Local revenue also looks stable and tax collections are up a little bit. Revenue collection in Windham has been

very good. The Special Board of Finance Meeting where the Board of Selectmen present their budget is scheduled for 3/18/2024 and the Board of Education will present their budget to the BOF in a Special Meeting on 3/25/2024. The regular BOF meeting scheduled for 3/11/2024 has been cancelled. D Weingart reported that the CES Board of Education Central Office Committee has been occupied with the search for a replacement of Ken Henrici and have yet to address their proposed budget. This is a substantial piece of the budget process and may not be settled by the 3/25/2024 meeting. A public hearing on the RD # 11 budget should take place in the first few days of April. The Town Annual Meeting is scheduled to occur on the second Monday in May (May 13, 2024) with the Budget Proposal for FY 2024-2025 Public Hearing to occur no later than April 2<sup>9</sup><sup>th</sup>, 2024. The CIP Committee has yet to schedule a second CIP meeting as more budget, reserve fund, confirmation of percentage of students assessed are needed to progress. The second CIP meeting should be scheduled for the end of March. D Weingart reported on the impact of the recent revaluation of property. He reported that under the previous grand list, 1 mill equaled \$200,000 in income. Under the recent property re-val the grand list will now reflect 1 mill equaling \$250,000 in income. There was an average mill rate increase in residential real estate assessments of 43.8%. Personal property decreased due to depreciation. Motor Vehicle has also decreased on the Grand List.

D Correspondence: J Roman read out a letter submitted by Tax Assessor, Chandler Rose, regarding the continuation of Chaplin's participation in the NECCOG revaluation program. *Please see attached **J Roman made a MOTION to not be included in NECCOG's Request for Pricing for their Revaluation Program and to work with VISION Government Solutions directly. J Pinto seconded the MOTION. All in favor, MOTION passed.***

E Building/Infrastructure: None

. Treasurer Report: Treasurer Diana Alvarez was present and reported that the recent meeting scheduled with Berkshire Bank's Municipality department was cancelled due to the recent snowstorm. She reports that the State of CT STIF account will receive the Town funds from Webster Bank. J Roman requested to be informed when this transfer of funds takes place.

G Department of Public Works Report: None

. Chaplin Volunteer Fire Department Report: None

### **New Business**

A. Tax Collector Refunds: ***J Roman made a MOTION to approve the following tax refund: Lisa A. Rose = \$75.31; Kirk D & Julie A Styger = \$16.23. KFortier seconded the MOTION. All in favor, MOTION passed.***

- B. All Pending and New FOI requests: J Roman reported that an FOI request was received from Janis Farese, American transparency, requesting an electronic copy of any and all employees for the year 2023 (fiscal or calendar year). The list should contain, at minimum, the employee's full name and gross annual wages. FOI request was responded to and acknowledged on 2/15/2024 by Susan Welshman.
- C. Appointments and Resignations: The Board of Selectmen received and accepted the resignation of Janice Godaire from the Senior Center Board of Directors as an alternate member effective immediately. The Registrar of Voters reported receiving the resignation of William Hooper as Democratic deputy Registrar of Voters effective immediately. *J Pinto made a MOTION to approve the following appointments: Janice Godaire to the Senior Center Board of Directors as a Regular Member for a term beginning 7/1/2022 and ending 6/30/2025; Sally Ireland to the Senior Center Board of directors as an Alternate Member for a term beginning 7/1/2023 and ending 6/30/2026; Christopher Bellantone, Deputy Fire Marshal with stipend, Noel Waite, Deputy Fire Marshal w/out stipend and Bud Meyers, Deputy Fire Marshal w/out stipend. KFortier seconded the MOTION. All in favor, MOTION passed.* An appointment was received from the Library Board of Directors recommending the appointment of Diana Sanchez as a Regular Member. No letter of resignation was received by Diana Sanchez as an Alternate Member of the Library Board, therefore her appointment will be tabled until a letter of resignation is received by the Town Clerk. A letter appointing Christopher Komuves as Democratic Deputy ROV by Democratic ROV Laurel Mayhew was received and reviewed.
- D. Discussion and possible action on 2024 Mowing Bids: J Roman reported that a Request for Bids was published in February for the Town mowing contract for FY 2024-2025. One bid was received by George Brown, A Sharper Edge LLC, who is the Town's current contracted mower. *K Fortier made a MOTION to award the Town of Chaplin Mowing Contract to A Sharper Edge LLC in the amount of \$33,000. 00 beginning July 1, 2024 and ending June 30, 2025. J Roman seconded the MOTION. All in favor, MOTION passed.*
- E. Presentation by Marc Morgan, Casella Waste: Marc Morgan, representative from Casella Waste was present and spoke. He indicated that he had held preliminary talks with First Selectman, J Roman, regarding ways to save costs on the upcoming Casella contract renewal in June of 2024. One option discussed was going to every other week recycling which would result in slight savings. J Pinto asked how much the town will get dinged if people start throwing their recycling in the garbage and noted that he observes full to overflowing recycling bins curbside each week at many residences. M Morgan stated that recycling is a

different cost, and the Town would not get dinged as was questioned. M Morgan reported concerns that switching to every other week may result in confusion. The savings of implementing every other week recycling pick up would be approximately \$30,000 a year. The increase for Casella's service is expected to increase by 7-8% or about \$32,000/year. Also discussed was the addition of another recycling cart for each resident, however that would result in each resident paying the \$85 fee for the additional cart. J Pinto asked how recycling has been in the Town of Chaplin. M Morgan responded that Chaplin does a good job preparing their recycling for processing. He went on to explain how costly poorly prepared and incorrect recycling can be especially if it effects processing machinery which also causes work stoppages at the recycling facility. M Morgan confirmed that bi-weekly recycling will save the Town approximately what the coming cost increase to the Town will be, approximately 7-8%, therefore the contract renewal with Casella would see the yearly cost remain the same as the current price being paid. The Board of Selectmen will continue to discuss the options going forward.

- F. Benjamin Chaplin's Cupboard Update: Bicentennial Committee Chair, Leslie Ricklin, and furniture restoration expert and resident, Andy Belisle, provided the Board with an update concerning the value of Benjamin Chaplin's Cupboard which is currently in the workshop of Mr. Belisle. L Ricklin reminded the Board that former First Selectman Bill Rose approved the quoted restoration price of \$2,500. The restoration has recently been pushed to the back burner. After viewing photographs of pieces of the cupboard, including the back, a CT antique furniture expert colleague informed A Belisle that this piece may have an appraisal value of between \$150,000 and \$200,000 and should be insured. A Belisle explained to the Board his progress in stripping *off* layers of paint that has been applied through the years and the possibility of him having found an original layer. He informed the Board that a colleague of his has the capability to analyze small paint chips and slivers of wood from the cupboard in order to give an exact example of the paint colors originally used. He estimates that to return the cabinet to a condition that would see it sell for \$200,000, approximately \$30,000 worth of restoration work would need to be done. The goal right now is to stabilize the piece and perhaps replicate its original colors. J Roman asked if this can be accomplished for the \$2,500 price originally quoted and A Belisle answered yes and that he could perhaps donate any smaller further costs above that price. He recommends having the cupboard appraised by his colleague and inquiring about insurance costs. Dick Weingart stated that there is \$3,500 remaining in a restricted account for the care of the Ross Library before the library was sold. L Ricklin, A Belisle and the Board of Selectmen agreed that given the fact the cupboard was housed at the Ross Library for many years, this unexpended restricted account would be appropriate

to use in the restoration, appraisal and insurance of the cupboard. ] **Roman made a MOTION that the Board of Selectman to write a letter to the Board of Finance requesting an appropriation of funds be made from the Ross Library restricted fund to a fund dedicated to the cost of paint analysis, cupboard appraisal, stabilization/restoration work and insurance.** ] Pinto seconded the MOTION. All in favor, MOTION passed.

## 6. Old Business

- A American Rescue Plan Funds: J Roman reported that the ARPA fund balance currently is \$230,846.78.
- B Discussion and possible action on Polling Locations: J Roman reported that the first early voting session lasting 4 days scheduled in late March will take place in the Town Hall. Primary Day polling will take place at the CVFD as usual.
- c. Update for the construction of fire pond and dry hydrant: Modifications to the fire pond design are currently being considered.
- D Discuss/updates on Bedlam and England Road Bridges: J Roman reported that the construction contractor for the England Road Bridge, New England Roads Inc. (NERI), is submitting all preconstruction procurement reports and protocols. A trailer is to be placed at the Town Garage by NERI to act as a central construction office.
- E Town Administrator Ad Hoc Committee Report: Selectman J Pinto read out an email received by the Board of Selectman from former First Selectman Bill Rose on March 6, 2024. The subject of the email was Mr. Rose's analysis and opinion on the possibility of The Town of Chaplin participating in the Northeast Connecticut Council of Government's Town Administrator Program. *Please see attached.* J Roman commented that assuring an opt-out clause or language be included in any contract considered by the Town of Chaplin regarding the NECCOG Town Administrator Program. J Roman also stated that Town Attorney O'Brien will be kept informed of all developments.
- F Discussion and possible action on participating in a Request For Proposal/Contract for a Town Administrator: **J Roman made a MOTION to inform the Northeast Connecticut Council of Governments {NECCOG} that the Town of Chaplin wishes to participate in the Request for Proposal for a Town Administrator Program with the condition that an opt-out clause be in place within any contract for said program.** ] Pinto seconded the MOTION. All in favor, the MOTION passed.
- G Equipment for the Fire Marshal: J Roman reminded the Board that Fire Marshal Chris Bray had submitted a letter to the BOS requesting urgently needed equipment. Please see attached. J Roman and J Pinto both stated

that the recent structure fires in town brought to the forefront how urgently needed the requested equipment is to allow our Fire Marshal to do his job thoroughly and safely. *JRoman made a MOTION to appropriate \$2,955 in ARPA funds to purchase the requested equipment for the Fire Marshal, Chris Bray. J Pinto seconded the MOTION. All in favor, the MOTION passed.*

- 7. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion:** Jim Randall commented that Asplundh Tree Service is doing a great job in Town. He also commented that he thought the Fire Marshal's office already had a camera requested this evening. Joe Pinto stated that that was a long time ago and no camera has been available. J Randall also commented about the Transfer Station extending hours/days as a cost saving for waste removal. D Weingart voiced his concern about the kind of support that the Board of Finance would receive under the NECCOG Town Administrator Program. He stated that- financial oversight should be lobbied for within the program.

- S Agenda Suggestions for next meeting:** None  
Date, time, and place of next meeting (April 4, 2024 at 7:00 PM, Chaplin Town Hall).

- 10.Adjourn:** Regular Meeting adjourned at 10:00 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
<i>TOTAL CALLS</i>	2	32	57
<i>Traffic Accident - No Injury</i>	0	1	1
<i>Traffic Accident - With Injury</i>	0	0	0
<i>Reportable Incidents</i>	2	3	5
<i>Traffic Stops</i>	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



**TOWN OF CHAPLIN  
INTERDEPARTMENTAL MEMORANDUM  
OFFICE OF THE ASSESSOR**

**DATE:** March 4, 2024  
**TO:** Juan Roman, First Selectman  
**FROM:** Chandler Rose, Assessor  
**SUBJECT:** NECCOG regional revaluation rfp

---

Juan,

Below is information pertaining to the NECCOG regional revaluation project.

Chaplin has participated in the last two regional revaluation contracts.

The first time the Town participated in the project (2018 Grand List), the revaluation was implemented and had very little issues.

The second time that the Town participated (2023 Grand List), the revaluation was implemented as well, but had major issues with the company contracted to do the project (Vision Government Solutions) not getting paid by NECCOG. At one time during the project the past due invoices added up to over \$30,000 dollars. The invoices that were unpaid were sent directly to the Town, and in the Town's name, even though NECCOG was responsible for payment of these bills. Valerie Garrison, Finance Director, and I attempted to contact NECCOG on several occasions to get this issue resolved without any luck of getting a hold of them. Just recently we were able to get this resolved and confirmed that the payments were made to Vision.

Currently, there is a survey that has been emailed out by an Assessor in a Town that is a member of NECCOG asking what Towns are planning on participating in the next rfp that is sent out. So far, Thompson, Columbia, Eastford, Scotland, Windham & Voluntown are all not participating, and Plainfield is still deciding. Putnam & Killingly has never participated in the project and will continue not to do so.



Another concern of mine, if we decide to participate in the regional revaluation project this time around is the CAMA software that the Town recently purchased. If the consensus by the Towns participating is to use a company that is not Vision, I am not sure a competing revaluation company can use the Vision software to complete the revaluation. Since we just recently converted to the latest Vision software, I think it would be a deterrent to switch CAMA software vendors at this time if we need to do so with this contract.

Lastly, I recently had a conversation with the Sales Representative from Vision regarding the regional revaluation project. He confirmed with me that there would be no difference in the price per parcel cost to do the revaluation for Chaplin, if we decided not to participate in the regional revaluation.

If you have any questions regarding the project, and/or the information I provided, please do not hesitate to contact me.

## Susan Welshman

---

**From:** William Rose <billcamsuperline@gmail.com>  
**Sent:** Wednesday, March 6, 2024 3:06 PM  
**To:** Juan Roman III; Joe Pinto; Kenneth Fortier  
**Cc:** Susan Welshman  
**Subject:** Town Administrator

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Gentlemen,

I am unable to attend the BOS meeting tomorrow evening so please read this as correspondence or during discussion on the appropriate agenda item.

I am writing in support of the concept of contracting with NECCOG to supply administrative services to the Town of Chaplin.

I have been involved with Chaplin's governance in several capacities for over 30 years and during that time I have observed as well as experienced a dramatic increase in workload, responsibilities and knowledge required of the First Selectman. It has evolved from a relatively simple part time job to a complex full time occupation involving knowledge in human resources, municipal financial management, procurement of goods and services, legal matters, pursuit and writing of grants and much more. I also believe that avoiding a potential human resources or procurement blunder that could be very costly to the Town as well as increased opportunities to receive grant monies this position very likely will pay for itself.

I think it is time that Chaplin looks into hiring someone to handle day to day administrative duties. This person would have the pertinent education and training in the responsibilities I have mentioned and would also add continuity to ongoing operations between administrations while new selectmen get up to speed.

The NECCOG program which will not require a charter or change from our current form of government, the BOS will still be the policy making arm of the town. Plus the fact that this program will include regional grant money to help pay for initiating this program to see if it is a fit for Chaplin.

Thanks for you attention, Bill Rose