

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, September 7, 2023**

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

Members Absent: None

Others Present: Richard Weingart, Chairman/Board of Finance; Jim Randall; Bob Mott, Heritage Builders

1. **Call to Order:** Meeting was called to order at 7:00 pm
2. **First Audience of Citizens:** Jim Randall asked about the possibility of installing a new sign at the New Chewink Cemetery. J Randall also submitted photographs of two different areas, one near Town Hall and one near the Senior Center, where he feels the site line is compromised by branches and would like the DPW to address the issue.
3. **Additions to the Agenda:** None
4. **Approve minutes of the Board of Selectmen Regular meeting on August 3, 2023 and the BOS Special Meeting on 8/28/2023. *J. Roman made a MOTION to approve the August 3, 2023 Regular Meeting Minutes as presented. K. Fortier seconded the MOTION. All in favor, MOTION passed. K Fortier made a MOTION to approve the Minutes of the August 28 2023 Board of Selectmen Special Meeting as written. J Pinto seconded the MOTION. All in favor, MOTION passed.***
5. **Communications and Reports**
  - A. Trooper Report – J Roman read out the report for August 2023 submitted by Trooper Shaun Tucker. See attached.
  - B. Board Members Reports:  
None
  - C. Board of Finance Discussion: Chair of the Board of Finance, Dick Weingart, reported that the requests to Town entities for their 2022-2023 Annual Report submissions have been sent out. He thanked Administrative Assistant, Susan Welshman, for doing this in a timely manner. D Weingart reported that the new Town auditors were on site at the Town Hall for two days in August and had a follow up Zoom meeting in early September. The auditor's next visit will be on 9/28/2023 at the Schools' Central Office. A new report request was sent to the Treasurer from OPM for a State Single Audit and a Federal Single Audit will follow after the England Road Bridge Project has begun. The Board of Finance next meets on 9/11/2023 where they will review reports and policies.

- D. Correspondence: On 8/23/2023, the Board of Selectman received a letter of resignation from Fire Marshal, Bud Meyers. K Fortier read the letter out. Please see attached.
- E. Building/Infrastructure: J Pinto reported that the parking lot at the CVFD was full on Labor Day with parking for Diana's Pool. He would like to see the "No Parking" signs put back up. J Roman to speak to Trooper Tucker about the issue. J Pinto also mentioned that he feels there are too many handicapped parking spots at the CVFD and that they are also too narrow to be used as such.
- F. Treasurer Report: None
- G. Department of Public Works Report: None
- H. Chaplin Volunteer Fire Department Report: Fire Chief, Joe Pinto, reported that in the month of June, 2023, the CVFD received 16 Medical calls for service and 6 Fire and/or Motor Vehicle calls for service. In July, 2023, they received 22 Medical calls for service and 7 Fire and/or MV calls for service. In August, 2023, they received 24 Medical calls for service and 4 Fire and/or MV calls for service.

## 6. New Business

- A. Tax Collector Refunds: ***J Pinto made a MOTION to approve a tax collector refund to Kevin A. Gresch in the amount of \$95.11. J Roman seconded the MOTION. All in favor, MOTION passed.***
- B. All Pending and New FOI requests: None
- C. Appointments and Resignations: The Board of Selectman accepted the resignation of Bud Meyers, Fire Marshal. J Roman reported that Deputy Fire Marshal, Chris Bray, has agreed to become the Fire Marshal as of 9/11/2023. ***J Roman made a MOTION to appoint Chris Bray as Fire Marshal effective 9/11/2023. J Pinto seconded the MOTION. All in favor, MOTION passed. J Pinto made a MOTION to re-appoint Paul Peifer to the Historic District Commission for a term beginning 9/7/2023 and ending 8/31/2028. J Roman seconded the MOTION. All in favor, MOTION passed.***
- D. Library request for supplemental hours: Library Director, Sandra Horning requested an additional person to fill in during times when others are unavailable. The Selectmen agreed that this was reasonable.
- E. Discussion of rate change with Eversource: J Roman reported receiving correspondence from Eversource which presented the "most beneficial rate" for the Town. J Pinto suggested researching rates with Energize CT in order to make an informed decision before signing Eversource's offer.
- F. Discussion and possible action to allow the First Selectman to independently authorize bridge construction decisions. J Roman explained that the Town's DOT Liaison for the England Road Bridge project asked if he would be able to independently approve construction decisions. The Board decided that it is not difficult to call a BOS Special Meeting when decisions are to be made.

- G. Discussion and possible action on employee mileage submissions: J Roman expressed concern that there is no structure as to when employees submit for mileage reimbursement. He reported that occasionally the Board will receive 6-8 months of mileage requests at once. He would like to see it structured into monthly submissions and for this policy to be added to the Employee Handbook. ***J Pinto made a MOTION to require monthly mileage reimbursement requests and that this policy be added to the Employee Handbook. K Fortier seconded the MOTION. All in favor, MOTION passed.***
- H. Discussion and possible action on First Selectman's upcoming vacation absence from 9/12/2023 until 9/19/2023. J Roman reported that no action needs to be taken.

## 7. Old Business

- A. American Rescue Plan Funds: J Roman reported that at a Special Meeting, the BOS approved the expenditure of \$53,966.00 in ARPA funds to purchase a 2022 pick up truck for the DPW. He also reported that the bill for the Hurst fire tools had just come in. The Board discussed the delays in the HVAC replacement for the Senior Center/Library and are considering putting the job out to bid if these delays are not addressed in the near future.
- B. Update on Community Investment Grant Application: J Roman reported that the Town is still waiting for notification.
- C. Update for the construction of fire pond and dry hydrant: Contractor Bob Mott, Heritage Building and Design, was present at the meeting. Mr. Mott explained that a recent appraisal of the native soils on site by a State soil scientist showed that it is appropriate to use 8" of the native bank run 4" minus gravel then 4" of processed aggregate as opposed to the original plan of using 10" processed aggregate over the exposed virgin material. This change will provide the same, if not better, road base as originally specified. Dave Stone, DPW Supervisor, stated in an email to J Roman that he felt the savings in cost to Mr. Mott from the reduced volume of processed aggregate needed is comparable to his request for extra funds to cover the additional cost of engineering that was not specified in the bid. Mr. Mott reported finding old asphalt shingles on the job site. He is requesting a dumpster, a machine, and another worker to clean up the shingles. He also reported finding ash, trash, and glass. B Mott stated that he is not looking to charge the Town for removal of this trash. B Mott asked about the time frame that contractor's checks are cut from the Town. J Roman explained that the first payment was contingent on all permitting being in place. Approval from the Wetlands Commission was delayed due to engineering firm issues. The check was ordered to be cut as soon as this issue was resolved, and a permit was issued. B Mott said that he had completed the work for a second payment and was into the work for the third payment. He submitted a bill for the second payment. J

Roman stated that the second payment would be issued upon the inspection and approval of DPW Supervisor, Dave Stone.

- D. Discuss/updates on Bedlam and England Road Bridges: An interview with two perspective engineering firms to act as the Consulting Inspection Service for the England Road Bridge projects occurred on 9/7/2023. The 2 firms were WMC Consulting Engineers and SLR International Corporation. After the consideration and discussion of the interview team, WMC has been awarded the position. WMC is currently performing the design for the Bedlam Road Bridge.
  - E. Discussion of Town Manager: J Pinto reported that an Ad-Hoc committee to study the feasibility of hiring a Town Manager in the future is being formed. Bill & Lisa Rose, Adele Sewart and one other possible member are hoping to hold their first meeting at the end of September.
- 8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion:** Bob Mott asked about who will be providing approval of the staking out of the fire pond. J Pinto gave Mr. Mott his phone number as a member of the fire pond design committee. Also stated that Dave Stone can act as a liaison between Mr. Mott and the committee.
- 9. Agenda Suggestions for next meeting:** Add discussion/update to the Senior Center/Library HVAC replacement.
- 10. Date, time, and place of next meeting (October 5, 2023, at 7:00pm, Chaplin Town Hall).**
- 11. Adjourn: J. Roman made a MOTION to adjourn at 8:16pm. K Fortier seconded the MOTION. All in favor, MOTION passed.**

*Respectfully Submitted by,  
Susan Welshman  
Administrative Assistant*

**TOWN OF CHAPLIN  
RESIDENT STATE TROOPER  
August 2023**

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

Sir,

The following reflect the statistics collected between the dates of August 1, 2023 – August 31, 2023:

	Resident Trooper	CSP (all except RT)	TOTAL
TOTAL CALLS FOR SERVICE	17	39	56
Traffic Accident – No Injury	0	5	5
Traffic Accident – With Injury	0	1	1
Reportable Incidents	1	5	6
Traffic Stops	12	5	17

**Notable events/incidents:**

On August 29, 2023 there was a pedestrian struck by the mirror of a passing vehicle on Parish Hill Rd. The pedestrian transported herself to Windham Hospital for minor injuries. The incident remains under investigation.

The Resident Trooper performed one Pistol Permit background check during the month. I attended the Senior Center Annual Potluck on August 28, 2023, and have begun regularly performing Enhanced Security Checks at Chaplin's schools.

Respectfully,

TFC Shaun Tucker #1237



# TOWN OF CHAPLIN

495 Phoenixville Road, Chaplin, CT 06235  
Phone: (860) 455-0073 Fax: (860) 455-0027

OFFICE OF THE FIRE MARSHAL  
Bud Meyers Fire Marshal

August 23, 2023

Mr. Juan Roman III  
First Selectman  
495 Phoenixville Road  
Chaplin, CT 06235

Dear Mr. Roman,


After careful consideration I have decided to resign from my position as Fire Marshal for the Town of Chaplin due to another opportunity afforded me that will consume a majority of my time. My last day of serving in the capacity of Chaplin's Fire Marshal will be Sunday September 10, 2023 at midnight.

When I accepted the position of Fire Marshal, I had a passion, a vision and a desire to see the community grow and develop the best fire and life safety initiatives for the town, community, and visitors. I have enjoyed my tenure here, and would like to believe I have made a positive difference to the Chaplin.

Chaplin is a small town. Filling the Fire Marshal's position with someone that resides in town and is part of the community is a great asset. With my parting, I recommend you fill the vacancy of the Fire Marshal's position with Deputy Fire Marshal Christopher Bray. Chris has been fulfilling his role as deputy and is currently a certified Fire Marshal.

If I can be of any help during the transition, please feel free to contact me.

Sincerely,

  
Bud D. Meyers  
Fire Marshal  
Town of Chaplin

CC: Joe Pinto  
Kenneth Fortier