

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, January 5, 2017  
MINUTES**

**MEMBERS PRESENT:** Matthew Cunningham, First Selectman; William H. Rose IV, Selectman; Irene Schein, Selectman.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Jim Randall, Emergency Preparedness Director; Dick Weingart, Chairman Board of Finance; Suzanne Gluck, Administrative Assistant and Recording Clerk.

1. **Call to Order** - Matthew Cunningham called the meeting to order at 7:05pm.
2. **Additions to Agenda** - Matthew Cunningham asked that a presentation by Green Valley be added under New Business, Agenda Item 6A.
3. **First Audience of Citizens** - Jim Randall reported that the Emergency Management Annual Symposium is coming up soon. He is working with Ernie Mellow regarding the Parish Hill High School sheltering plan – MOA is being drafted with Scotland.
4. **Approve minutes of: Regular Meeting Minutes of December 1, 2016**  
Irene Schein made a motion to approve the BOS regular meeting minutes from December 1, 2016. William Rose seconded the motion. All in favor. No discussion.
5. **Communications and Reports**
  - A. **Trooper Report – November and December 2016** - The Board reviewed the report and Trooper Black is still handling at least 50% of the calls. The speed trailer needed a battery replacement and is being used.
  - B. **Board Members Reports** – None
  - C. **Board of Finance Discussion** - Dick Weingart reported that the final audit report was received and approved at the last Board of Finance meeting. No additional findings in the report, just the material weakness about internal controls and documentation. We spent some of the fund balance on the new plow truck and NBR funds for the Board of Education, but this was planned; we were close to our balanced budget. The budget requests for 2017-2018 were distributed and asked for them back by early February. CIP requests should go out soon. There are training opportunities on Saturday from CT Council of Municipalities (CCM) annual budget training session conducted by CFO's from mid state towns. A new board member, Linkesh Diwan will be going to the training. For the annual town COST meeting – 3 BOF members will probably go. We recently received numbers from the governor's announcement, 30 million dollar reduction in cities and towns. We lost \$11,000 in ECS funding. Also, an OPM letter from the State came out; they will no longer accept reimbursement requests from LOCIP which is about a \$27,500 loss for Chaplin.
  - D. **Correspondence** – None

- E. Building/Infrastructure** – Matthew Cunningham stated there is nothing new to report. DPW staff is working on sand and salt mixtures. William Rose stated that the DPW crew has been doing a great job in Town.
- F. Discussion regarding Recreation Commission** - Matthew Cunningham reported that basketball is underway, nothing else planned for the winter.

## 6. New Business

- A. Presentation/Last Green Valley** – Bill Reed, Chief Ranger from The Last Green Valley presented the Board with a “Welcome to Chaplin” plaque. He discussed programs offered - - October walk and now a spring walk. He shared Explorer guides. The Last Green Valley will fund cleanups, up to \$500 and they also offer historic preservation grants and water quality monitoring. He shared a paddle guide for local rivers, also available online. The Last Green Valley will also go to community events and set up a tent to provide information. They are available to forest land owners – project for natural resource conservation grant (NRCS), assist in woodlands protection they can help fund the conservation.

- B. Tax Collector Refunds**

Irene Schein made a motion to approve a tax refund to Ireland Farm Partnership in the amount of \$27.69. Matthew Cunningham seconded the motion. All in Favor.

Irene Schein made a motion to approve a tax refund to Nissan Infiniti LT in the amount of \$239.75. Matthew Cunningham seconded the motion. All in Favor.

Irene Schein made a motion to approve a tax refund to Daniel Busha in the amount of \$8.41, Matthew Cunningham seconded the motion. All in Favor.

- C. Resignations/Appointments** – Matthew Cunningham read the resignation from Chris Komuves effective at noon on 1/4/17 as Democratic registrar of voters. Matthew Cunningham made a motion to appoint Doug Cates as a regular member of the Inland Wetlands and Watercourses Commission. Irene Schein seconded the motion. All in Favor.
- D. Discuss and possible action on a Resolution for the FFY 2016 Homeland Security Grant Program.** Matthew Cunningham read the resolution and made a motion to approve the FFY 2016 Homeland Security Grant program resolution. Irene Schein seconded the motion. All in Favor.

## 7. Old Business

- A. STEAP Grant (North Bear Hill Bridge)**

Matthew Cunningham reported that bridge work begins 4/1/17, sooner if weather permits. William Rose suggested we be ready to have our part done when construction starts, Matthew Cunningham concurred and stated that Anchor Engineering and Towne Engineering will be coming in. William Rose also suggested we start the process with England Road Bridge and request CIP funds as needed.

- B. Discussion regarding handicapped access at the Senior Center**

No updates. Discussion about inner doors and what would be the best setup took place.

- C. Discussion regarding use of Community Center** - Matthew Cunningham reported that he is meeting with Steve Laume to put together a schedule and list of volunteers for the project. Elliot Tile in Willimantic will be donating labor to install tiles – matching tiles in stock to be purchased by the Town.
- D. Status of Chaplin Museum and William Ross Library re-location**  
Matthew Cunningham to reach out to the contractor who did the quote to move the Old Museum.
- E. Status of Dissolution Study and Add/Withdraw Grades Study** - Matthew Cunningham reported that the Dissolution Study Committee had its first meeting last night. The Add/Withdraw committee has been meeting regularly.
- F. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.**  
To be discussed at upcoming CIP meetings for funding.
- G. Discuss All Pending and New FOI Requests** – None
- H. Human Resources Updates/Changes** – The Board reviewed the Library Director job description drafted by the Town Labor Attorney. There are a few changes that need to be done, Matthew Cunningham will review further and bring back to the Board with corrections.
- I. Discussion regarding the Department of Public Works**  
Matthew Cunningham reported that the DPW crew is working on patching and repairing roads. Irene Schein mentioned a pot hole on Chaplin Street that needs repair. She also stated that the crew is doing a good job.
- J. Discussion regarding Public Safety and Resident Trooper Program**  
Matthew Cunningham stated that Trooper Black is working on another grant, he believes for seatbelt or speed enforcement.
- K. Discussion on Energize CT Grant**  
Matthew Cunningham stated that the solar project may bump us up in points.
- L. Discussion regarding leasing space in the Old Post Office Building** – No updates
- M. Conservation Commission – Review status of commission and ordinance** – No updates
- N. Discussion and possible action on an ordinance prohibiting the storage, disposal, or use of waste from oil and gas exploration or extraction activities or any derivative thereof, in the Town of Chaplin, CT.** - Matthew Cunningham stated that the template from Windham was sent to Town Attorney Dennis O'Brien for review.
- O. Discussion on "Columbus Day" name change to "Indigenous Peoples' Day"** - William Rose stated he is still reviewing the documentation and when complete will give to Matthew Cunningham for review.

**8. Other Business** – None

- 9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion - Jim** Randall suggested the elderly residents meet now in preparation of the Chaplin Bicentennial. Matthew Cunningham has already reached out to Roxanne St. Jean, Senior Center Director, to possibly record meetings. Also there are message boards for the roads available and he needs to know how many and when they will be needed.

**10. Agenda Suggestions for next meeting**

Communications and Reports

- Trooper Report
- Board Members Reports
- Board of Finance Discussion
- Correspondence
- Building/Infrastructure
- Discussion regarding Recreation Commission

New Business

- Tax Collector Refunds
- Resignations/Appointments

Old Business

- STEAP Grant (North Bear Hill Bridge)
- Discussion regarding handicapped access at the Senior Center
- Discussion regarding use of Community Center
- Status of Chaplin Museum and William Ross Library re-location
- Status of Dissolution Study and Add/Withdraw Grades Study
- Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.
- Discuss All Pending and New FOI Requests
- Human Resources Updates/Changes
- Discussion regarding the Department of Public Works
- Discussion regarding Public Safety and Resident Trooper Program
- Discussion on Energize CT Grant
- Discussion regarding leasing space in the Old Post Office Building.
- Conservation Commission – Review status of commission and ordinance.
- Discussion and possible action on an ordinance prohibiting the storage, disposal, or use of waste from oil and gas exploration or extraction activities or any derivative thereof, in the Town of Chaplin, CT.
- Discussion on “Columbus Day” name change to “Indigenous Peoples’ Day”.

**11. Date, time, and place of next meeting (February 2, 2017 @ 7:00pm @ the Town Hall)**

**12. Adjourn** – meeting adjourned at 8:33pm