

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, May 4, 2017
MINUTES**

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

MEMBERS ABSENT: None

Others Present: Dick Weingart, Chairman Board of Finance; Chris Mckleroy, Resident; Suzanne Gluck, Recording Clerk/Administrative Assistant;

1. **Call to Order:** Matthew Cunningham called the meeting to order at 7:01pm.
2. **Additions to Agenda:** None
3. **First Audience of Citizens:** None
4. **Approve minutes of: Regular Meeting Minutes of April 6, 2017; Special Meeting Minutes of April 26, 2017:** Irene Schein made a motion to approve the BOS regular meeting minutes of April 6, 2017, William H. Rose IV seconded the motion. All in favor. No discussion.

Irene Schein made a motion to approve the BOS Special meeting minutes of April 26, 2017, William H. Rose IV seconded the motion. All in favor. No discussion.

5. Communications and Reports

A. Trooper Report – April 2017 – The Board reviewed the monthly Trooper statistics.

B. Board Members Reports: Irene Schein asked about Town investments and if it would consider solar projects – William Rose stated that the investments are highly regulated. Irene Schein also asked about creating a position to assist with the website, managing Google groups communications, and other duties to free up other staff at Town Hall and to also include the Recreation Director duties (overseeing the community room at the Senior Center, etc). The Board agreed that making the position more clerical than Recreation Director may get a better response. The job description would need to be updated and re-posted. Irene Schein also reported on the Algonquin public hearing she attended. The emission of greenhouse gases and other pollutants is concerning. The Board discussed regulations in place and also about what little involvement the Town is allowed on this project. Irene Schein suggested that solar panels be installed along the line and this energy should be sold to the residents.

C. Board of Finance Discussion – Dick Weingart reported that the Board of Finance approved the budget on 4/24/17, some minor changes were made. Adjustments to the Board of Education budget, CIP was approved with an additional \$10,000 added for the piping issue at the school. The mill rate was not altered and the assessor and tax collector said we can go forward with current mill rate for property taxes in July if State budget is not settled. We can adjust mill rate once State budget is set for second batch of real estate/motor vehicle taxes. According to the tax collector, collection rate is 97.75%. Projection for unassigned fund balance is \$815,000, which is not used in the budget. Matthew Cunningham stated that if the fund balance is too high then the

State considers this to determine what expenses can be pushed down to the Town and recommends 8%. Dick Weingart estimated it will be about 10%

D. Correspondence – None

E. Building/Infrastructure – Matthew Cunningham discussed the North Bear Hill Bridge project, approximately 300 days of construction. The handicapped doors at the Senior Center will be paid for out of CIP funds. Also, the solar panels at the Senior Center have been re-approved by Green Bank due to all the changes that recently took place at Green Bank. Engineering and permits approved, moving forward soon. The Town doesn't own the panels; we will buy the electricity at a reduced rate and can buy panels in 20 years if we want. The panels will be installed at the library, senior center and fire department.

F. Discussion regarding Recreation Commission – No report at this time.

6. New Business

A. Tax Collector Refunds – Matthew Cunningham made a motion to approve a tax refund to Michael Parusa for \$89.37, William Rose seconded the motion. All in favor. Motion passed.

B. Resignations/Appointments – None

C. Discuss and possible action for 2017-2018 Mowing Bids. – Matthew Cunningham reported that 2 bids were received – HHH Property for \$6705 and Custom Cut for \$9000. The low bid will need to provide references, equipment list, and Certificate of Insurance for review before the bid is awarded.

7. Old Business

A. STEAP Grant (North Bear Hill Bridge) – Matthew Cunningham stated that the bridge work is fully funded by grants.

B. Discussion regarding handicapped access at the Senior Center – Matthew Cunningham will reach out to other vendors for a quote to install the automatic door.

C. Discussion regarding use of Community Center – Matthew Cunningham reported that the DPW crew will have the floor prepped for the tile contractor and once the floor is installed it will be cleaned.

D. Status of Chaplin Museum and William Ross Library re-location – The Board discussed the potential easement from an abutting neighbor to the museum but the problem is the easement will not be offered until after the sale of the museum, the Town cannot sell the property with this contingency, the abutting neighbor must give the easement to the Town which they can then include in the sale of the property.

E. Status of Dissolution Study and Add/Withdraw Grades Study – Matthew Cunningham reported that the Selectmen from Hampton, Chaplin, and Scotland met with the Chair of the State Board of Education to ask for more oversight in the Dissolution study. They have been meeting for a few months now and there seems to be little progress. Another concern is if the Add/Withdraw Grades study committee is finished with a final report before Dissolution committee how do the Towns handle voting for both issues when the timing is off. Their only recommendation is to continue to follow statutes and work with locally appointed groups.

- F. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.** – No updates
- G. Discuss All Pending and New FOI Requests –**
- 4/12/17 received request from Heather Cyr, Windham Center of the NAACP – to provide report on minority municipal workers (Hispanic, black, men, women, etc).
4/12/17 Suzanne Gluck responded letting her know we do not track that voluntary information on job applications or any other documentation.
 - 3/28/17 received a request from Amanda Hoey, The Vinci Group (Manchester CT) to provide current Democratic Town Committee membership list of Chaplin.
4/10/17 Town Clerk, Shari Smith, sent the list to Ms. Hoey via email.
- H. Human Resources Updates/Changes – None**
- I. Discussion regarding the Department of Public Works –** Matthew Cunningham reported that the DPW crew is settling in well. Dave Stone, DPW Supervisor, is doing a great job and handling more administrative tasks. New employee, Tad Stimson is also doing a wonderful job. The pending new part-time DPW position will bring the Transfer Station under the DPW charge.
- J. Discussion regarding Public Safety and Resident Trooper Program -** Matthew Cunningham stated that the trooper will be discussed at the town meeting and a question at referendum to see what people want. Board discussed how to present at town meeting; if they decide not to renew the contract he would still like to maintain the office for any trooper coming through town to keep a presence.
- K. Discussion on Energize CT Grant –** According to Matthew Cunningham Eversource is printing mailers to send to residents to bump us up to the next silver level. They pay for the mailing. Flyer is energy upgrade, discusses energy audits, light bulbs, detectors, etc, it is a \$100 fee for residents but what they get in return exceeds this. This will get us another \$5000 for an energy project.
- L. Discussion regarding leasing space in the Old Post Office Building.** – No changes
- M. Conservation Commission – Review status of commission and ordinance.** – Matthew Cunningham stated that they need to move forward to combine the Conservation Commission with Inland/Wetlands Commission.
- N. Discuss Annual Town meeting scheduled for Monday, May 8, 2017.** – No discussion, the legal notice was approved at the last meeting.
- 8. Other Business – None**
- 9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.** - Chris Mckleroy asked that the DPW crew address the maintenance of the old museum and library. For the museum the paint on the building is peeling off, front door jamb falling off. Can the Town allocate funds for it to be painted? Matthew Cunningham said he will look into it but he is cautious about spending large amounts of money in the event we end up moving it. Dave Stone did fix a few things on the library and will go back in better weather.

Dick Weingart inquired about advisory vote at the referendum regarding the Trooper. Matthew Cunningham explained that the ordinance requires the Board of Selectmen to make the decision, not the legislative body but they wanted to get feedback from the residents as to what they want. Also, Dick Weingart asked if they could put a "Vote Here" sign at firehouse to include hours. Irene Schein recommended using the sandwich board sign.

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.

Other Business

11. Date, time, and place of next meeting (June 1, 2017 @ 7:00pm @ the Town Hall)

12. Adjourn – Meeting adjourned at 8:27pm