

BOARD OF SELECTMEN

Chaplin, CT

Tuesday, June 30, 2015

Special Meeting Minutes

Chaplin Senior Center

Members Present: William H. Rose IV, Irene Schein, John Smith

Others Present: None

1. **Call to Order**

Bill Rose called the meeting to order at 5:34pm.

2. **Tax Collector Refunds**

Irene Schein made a motion to approve a tax refund for Ashley R Barcomb in the amount of \$186.74 to be payable to the Town of Windham. John Smith seconded the motion. All in favor. Motion passed. Irene Schein made a motion to approve tax refund for Waite, Neal, & Duska in the amount of \$1797.00. John Smith seconded the motion. All in favor. Motion passed.

3. **Discuss and Possible Action to Approve Wages for Fiscal Year 2015-2016.**

Mr. Rose reported that there is a request from Bill Philbrick to increase the salary of the Senior Center Director beyond the 2.25% COLA increase. After reviewing the salaries and compensation for surrounding town's senior center directors, the Board of Selectmen felt the Chaplin Senior Center Director is fairly compensated. Irene Schein made a motion to not increase the salary beyond the 2.25% COLA increase. John Smith seconded. All in favor. Motion passed.

Irene Schein made a motion to approve the Wage Schedule for Fiscal Year 2015-2016. John Smith seconded the motion. All in favor. Motion passed.

4. **Discussion: Darling Pond Dam**

Bill Rose discussed the attached timeline with the Board regarding the construction and repair phase of the Darling Pond Dam (see attached schedule).

5. **Report from the Town Treasurer**

Andrew Daniels was unable to attend the meeting. Bill Rose reported that a new process is in place regarding the signing/approving of direct deposits and ACH withdrawals. Moving forward the direct deposit/ACH approval forms will be stamped three times requiring three sets of initials for approval per State statute. The check signing and approval process will remain the same.

6. **Trooper Report – June 2015**

Bill Rose reviewed the June 2015 report for Trooper calls with the Board.

7. **Board Member Reports**

Mr. Rose reported that the Town received two quotes for replacing the old carpet at the Town Hall. The Board reviewed the quotes and Irene Schein made a motion to accept the quote from the Floor Covering Shop, Inc. for the amount of \$7708.00. John Smith seconded the motion. Mr. Rose also reported that the Recreation Commission approved the quote from Labanara Painting to paint and pressure wash the Garrison Park barn for \$2700.00.

8. **Adjourn**

The meeting adjourned at 6:30pm.

DARLING POND PROJECT TIMELINE

2015-2016

- Town Advertises Project and Contract Documents Available: By July 10, 2015
- Pre-Bid Meeting: By July 24, 2015
- Addenda: By July 31, 2015
- Bids Due: By August 7, 2015
- Notice of Award: By August 14, 2015
- Notice to Proceed and Execute Contract:
doable based on how often the Selectman meet) By August 28, 2015 (Bill, not sure if this is
- Contractor Mobilizes: By September 11, 2015
- Construction Window 1:
November 30 if long eared owls present) September 11 to December 18, 2015 (by
- Contractor Demobilizes: December 21, 2015
- Contractor Remobilizes
present) April 2016 (August if American Bittern
- Construction Window 2:
American Bittern present) April 2016 to June 2016 (August to October if