

**CHAPLIN BOARD OF FINANCE**  
**Chaplin, Connecticut**  
**Special Meeting Minutes**  
**April 25, 2022**

Chairperson Dick Weingart called the meeting to order at 9:14 PM. Present were Board members Linda Caron, Doug Dubitsky and Victor Boomer; Alternate Peter Haines. Others present was First Selectman Juan Roman. Unable to attend were Board members Link Diwan and Bill Jenkins; Alternate Matt Foster and Alternate Izzy Alvarez.

3. **SEATING OF ALTERNATES:** Alternate Peter Haines was seated for Board member Bill Jenkins.
4. **AUDIENCE FOR CITIZENS:** None
5. **ADDITIONS OR CHANGES TO THE AGENDA:** None
6. **GUESTS:** None
7. **REPORTS**
  - a. **Board Member reports:** None
  - b. **Staff Reports:** None
8. **APPROVAL OF MINUTES – Special meeting – 04/11/2022:** None
9. **CORRESPONDENCE:** None
10. **BUDGET WORKSHOP FOR FY 2022-23:**
  - a. **Review Budget Public Hearing testimony and comments:**

Doug Dubitsky asked about funding for the Fire Truck (cost is within available funds - \$295,000 in the CIP and \$91,000 Grant that requires payment up front with reimbursement after inspection from USDA) and why funding for the England Road Bridge is being done all at once and not being set aside like the Fire Truck (timetable not known until recently with more progress made on the project than realized – funds are due by the fall of 2023 when the contract is signed). Doug Dubitsky expects more notice to allow time for setting aside funds for big-ticket projects.
  - b. **Consider and act on Board of Education/Chaplin Elementary School budget:**

Dick Weingart clarified the Board of Finance only agreed to pay for Smartboards out of the BOE Non-Lapsing Fund.

***Motion to approve the Board of Education/Chaplin Elementary School budget for FY 2022-23 in the amount of \$3,906,805, was made by Victor Boomer, seconded by Linda Caron and carried unanimously.***
  - c. **Consider and act on FY 2022-23 CIP Plan:**

Nothing will be funded from the CIP this year except Public Works projects, the England Road Bridge, Bicentennial Celebration and Smartboards Replacement for Chaplin Elementary.

***Motion to approve the FY 2023-27 CIP Plan revised to April 11, 2022, and with a General Fund appropriation from the current tax revenue of \$292,206, was made by Linda Caron, seconded by Victor Boomer and carried unanimously.***
  - d. **Consider and act on FY 2022-23 Town Government budget:**

***Motion to approve the FY 2022-23 Town Government budget in the amount of \$2,495,194, was made by Victor Boomer, seconded by Peter Haines and carried unanimously.***

- e. **Consider and act on combined Town Govt. and Board of Education budget for FY 2022-23:**  
***Motion to approve the combined FY 2022-23 Town Govt. and Board of Education budget in the amount of \$9,496,493, was made by Linda Caron, seconded by Victor Boomer and carried unanimously.***
- f. **Consider and act on Budget Letter and Executive Summary for Town Meeting:**  
The Board reviewed the Budget Letter and Executive Summary for Town Meeting. Doug Dubitsky expressed concerns with raising the mill rate 2 mills this year (plus an increase next year) and poor planning for funding of the England Road Bridge (funding for the bridge has been in the General Fund for 3 years, Chaplin has a \$300,000 increase (1.5 mill deficit) in assessment for sending 7 more students to Parish Hill).
- ***Motion to approve Budget Letter for Town Meeting, was made by Linda Caron, seconded by Peter Haines and carried with the following vote:***  
***YES: Peter Haines, Linda Caron, Victor Boomer. NO: Doug Dubitsky.***
  - ***Motion to approve the Executive Summary for Town Meeting, was made by Victor Boomer, seconded by Linda Caron and carried with the following vote:***  
***YES: Peter Haines, Linda Caron, Victor Boomer. NO: Doug Dubitsky.***
- g. **Consider and act on transfers from the General Fund to the CIP fund to support the CIP Plan**  
**Consider and act on recommendation to Town Meeting for appropriation and transfer from the General Fund Unallocated Fund Balance to the CIP Fund for the following project(s):**
- ***Motion to appropriate and transfer the amount of \$600,000 from the FY 2021-22 General Fund Unassigned Fund Balance to CIP Fund Project #3315.7 - England Road Bridge, was made by Peter Haines, seconded by Linda Caron and carried with the following vote:***  
***YES: Peter Haines, Linda Caron, Victor Boomer. NO: Doug Dubitsky.***  
Purpose: This funding should complete the Town's 20% share of estimated bridge replacement costs.
  - ***Motion to appropriate and transfer the amount of \$50,000 from the FY 2021-22 General Fund Unassigned Fund Balance to CIP Fund Project #3305.19 - Vehicle Replacement, was made by Linda Caron, seconded by Victor Boomer and carried unanimously.***  
Purpose: This funding will enable the Town to purchase a new plow truck in July 2023.
- Consider and act on recommendation to Town Meeting for the appropriation and transfer from the General Fund Restricted Account #10701.10 BOE Non-Lapsing Carryover Account to the CIP Fund for the following project(s):**
- ***Motion to appropriate and transfer the amount of \$45,000 from the General Fund Restricted Account #10701.10, BOE Non-Lapsing Carryover Account to CIP Fund New Project – Classroom Smart Board Replacement, was made by Linda Caron, seconded by Peter Haines and carried unanimously.***  
Purpose: Smart Boards at Chaplin Elementary School have been obsoleted by new technology.
- h. **Review BOF budget calendar & schedule:** None
- i. **Other budget issues for consideration:** None
- j. **Appoint Auditor for FY 2021-22:**  
Doug Dubitsky suggested changing auditors every few years for a fresh look.  
***Motion to appoint Offerdahl Emerson and Company, LLC as Chaplin's auditors for FY 2021-22, was made by Victor Boomer, seconded by Linda Caron and carried unanimously.***
- k. **Draft Letter of Resolution for Better Budget Control:** None
- l. **Consider and act on funds transfers and budget line items additions/adjustments as requested:**  
None

**11. AGENDA SUGGESTIONS FOR NEXT REGULAR/SPECIAL MEETING:**

- a. Set the mill rate for FY 2022-23
- b. Other necessary business

**12. TIME AND PLACE OF NEXT REGULAR/SPECIAL MEETINGS:**

- a. Monday, May 2, 2022: RSD11 Annual Budget Meeting @6pm (Parish Hill High School Library)
- b. Tuesday, May 3, 2022: RSD11 Budget Referendum @ Noon to 8pm (Chaplin Volunteer Fire Dept.)
- c. Monday, May 9, 2022: Annual Town Budget Meeting/BOF Budget Presentation@7pm (Senior Center)
- d. Tuesday, May 17, 2022: Town Budget Referendum @ Noon to 8pm (Chaplin Volunteer Fire Dept.)
- e. Monday, May 23, 2022: Special Meeting and set Mill Rate for FY 2022-23 @7pm (Town Hall)
- f. Monday, June 14, 2022: Reg Meeting & Approve Revenue Budget for FY 2022-23 @7pm (Town Hall)

**13. ADJOURN:**

***Motion to adjourn (10:11 PM) was made by Victor Boomer, seconded by Linda Caron and carried unanimously.***

***Respectfully submitted by Kathleen Scott  
Recording Clerk***