

**CHAPLIN BOARD OF FINANCE**  
**Chaplin Senior Center**  
**Chaplin, Connecticut**  
**Special Meeting Minutes**  
**April 28, 2025**

Chair Dick Weingart called the meeting to order at 9:20 PM. Board members present: Link Diwan, Linda Caron, Jeremiah Rufini, Victor Boomer, Alternate Peter Haines. Others present: 1<sup>st</sup> Selectman Juan Roman, Finance Manager Val Garrison, NECCOG Town Administrator Jordan Lumpkins. Absent: Bill Jenkins, Alternate Matt Foster, Alternate Izzy Alvarez.

**3. SEATING OF ALTERNATES:** Alternate Peter Haines seated for Bill Jenkins.

**4. AUDIENCE FOR CITIZENS:** None

**5. ADDITIONS OR CHANGES TO THE AGENDA:** None permitted

**6. GUESTS:** None

**7. REPORTS**

- a. **Board member reports:** None
- b. **Staff reports:** None

**8. APPROVAL OF MINUTES**

- a. **Regular/Special meeting(s): April 14 & April 21, 2025**

***\*Motion to approve April 14 special meeting minutes, made by Victor Boomer with following correction:***  
Item #10a should read – “(\$62,739 set aside for difference in mill rate)”.

***Motion seconded by Link Diwan and carried unanimously.***

***\*Motion to approve April 21, 2025 special meeting minutes, made by Victor Boomer with the following corrections:***

Item #10a should read – Jeremiah Rufini would like to see education flat funded and cuts to other departments except for public safety.

Item #15d should read – Tuesday, May 20, 2025: Town Budget Referendum, Noon to 8pm (Fire Dept.).

***Motion seconded by Link Diwan and carried unanimously.***

**9. CORRESPONDENCE:** None

**10. FY 2025-26 Budget Workshop**

- a. **Review Budget Public Hearing testimony and comments:**

- Link Diwan commented on lots of discussion regarding education budgets - suggests combining CES and RD11, calculate how much education increased overall, and ask for separate Referendum for Town and BOE (need more information, think about consequences, done once before and passed, should discuss with BOS and BOE, could have one Referendum with 3 items to vote on (Town, CES, RD11), consider for next time around – within statutes).

- b. **Consider and act on Board of Education/CES budget:**

***\*Motion to approve Board of Education/Chaplin Elementary School budget for FY 2025-26 in the amount of \$4,153,759 for Town Meeting, made by Link Diwan, seconded by Linda Caron and carried with following vote:***

***YES: Victor Boomer, Link Diwan, Linda Caron, Peter Haines.***

***NO: Jeremiah Rufini.***

**c. Consider and act on FY 2026-2030 CIP Plan:**

Link Diwan noted without any funding from the budget, unlikely to have funds for CIP next year.

***\*Motion to approve FY 2026-30 CIP Plan revised to April 21, 2025, and with a General Fund appropriation from the FY 2025-26 Unassigned Fund Balance of \$352,705, made by Peter Haines, seconded by Linda Caron and carried unanimously.***

**d. Consider and act on Town Government budget:**

Typo (pg. 1 of handout) for FY 2025-26 General Government Proposed Budget – should be \$2,277,873.

Link Diwan noted without any funding from the budget, unlikely to have funds for CIP next year.

***\*Motion to approve FY 2025-26 Town Government budget in the amount of \$2,277,873, made by Linda Caron, seconded by Link Diwan and carried with the following vote:***

***YES: Victor Boomer, Link Diwan, Linda Caron, Peter Haines.***

***NO: Jeremiah Rufini.***

**e. Consider and act on combined Town Government and Board of Education budget for FY 2025-26:**

Link Diwan noted without any funding from the budget, unlikely to have funds for CIP next year and reiterated to consider 2 budgets separately in one Referendum.

***\*Motion to approve combined Town Government and Board of Education budget for FY 2025-26 in the amount of \$10,275,578 to send to Town Meeting, made by Peter Haines, seconded by Linda Caron and carried with the following vote:***

***YES: Victor Boomer, Link Diwan, Linda Caron, Peter Haines***

***NO: Jeremiah Rufini.***

**f. Consider and act on Budget Letter and Executive Summary for Town Meeting: None**

**g. Consider and act on transfers from the General Fund to the CIP fund to support the CIP Plan:**

**1) \$352,705: \$268,675 for Roads; \$84,030 for other CIP projects per plan:**

Link Diwan noted without any funding from the budget, unlikely to have funds for CIP next year.

***\*Motion to appropriate and transfer the amount of \$352,705 from the FY 2025-26 General Fund Unassigned Fund Balance to the CIP Fund for the following projects: \$268,675 for Road Maintenance, \$84,030 for other projects in CIP Plan, made by Jeremiah Rufini, seconded by Link Diwan and carried unanimously.***

**h. Consider and act on transfers from the Non-Lapsing Education Account to the CIP fund to support the CIP Plan:**

**1) \$35,000 for water pump(s) and control(s) for central boiler:**

Non-Lapsing Education Account balance as of March 31, 2025 - \$61,692.22.

***\*Motion to appropriate and transfer the amount of \$35,000 from the FY 2025-26 General Fund Restricted Account #10701.10 BOE Non-Lapsing Unexpended Education Funds Account to the CIP Fund for the following project: CES Heating Pump and Control Upgrades, made by Victor Boomer, seconded by Linda Caron and carried unanimously.***

**i. Review of BOF budget calendar & schedule: Covered already**

**j. Other budget issues for consideration: None**

**k. Consider and act on funds transfers and budget line-item additions/adjustments as requested: None**

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

- a. Set the mill rate for FY 2025-26
- b. Other necessary business

**12. TIME AND PLACE OF NEXT REGULAR/SPECIAL MEETING**

- a. Monday, May 5, 2025: RSD11 Annual Budget Meeting @7pm (Parish Hill High School Library)
- b. Tuesday, May 6, 2025: Budget Referendum @Noon to 8pm (Fire Department)
- c. Monday, May 12: Annual Town Budget Meeting and BOF Budget Presentation @7pm (Senior Center)
- d. Tuesday, May 20, 2025: Town Budget Referendum @Noon to 8pm (Fire Department)

- e. Tuesday, May 27, 2025: Special Meeting to set Mill Rate for FY 2025-26 @6pm (Town Hall)
- f. Monday, June 9, 2025: Regular Meeting and Approve Revenue Budget for FY 2025-26 @7pm (Town Hall)

**Action Items:**

- Review Board goals and policies for FY 2024-25:
- 1) Board policies and Board Member handbook.
  - a) Revise BOE Non-Lapsing Carryover Account: Revise to reflect change of Bank, G/F accounts, format.
  - b) Revise Board of Finance organizational documents and Bylaws.
  - c) General Fund: Policy on Unreserved & Unassigned percentage of budget and other factors.
  - d) CIP Fund: Policy on budget amount and new projects (when can be added and cost documentation).
  - e) Policy for dissemination of Personal Information of Board Members.
- Draft Memo Template for Agencies that are near budget.
- Funding for CES Roof Replacement.
- Put funds collected in excess in restricted account for sole purpose to offset next year's budget to lower the mill rate.
- Check general item for Grant Funding that could be used to offset General Fund expenditures.
- Contact Treasurer about presentation by a Berkshire Bank representative.
- Chaplin Elementary Food Service Account.
- Fixed Assets – Public Works only.
- Highlight grant funding in the Budget and Annual Report.
- Bring in more visibility with reports and paperwork for grants.

**13. ADJOURN:**

***\*Motion to adjourn (9:52 PM) made by Jeremiah Rufini, seconded by Linda Caron and carried unanimously.***

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