

CHAPLIN BOARD OF FINANCE

Library Meeting Room

Chaplin, Connecticut

Special Meeting Minutes

March 2, 2026

Chair Dick Weingart called the meeting to order at 6:03 PM. Board members present: Jeremiah Rufini, Victor Boomer, Mike O'Neill. Others present: 1st Selectman James Harrington, Selectman Leslie Ricklin, Finance Manager Val Garrison, NECCOG Administrator Mary Carasio. Absent: Link Diwan, Bill Jenkins, Alternate Matt Foster, Alternate Izzy Alvarez.

3. SEATING OF ALTERNATES: None

4. GUESTS: NECCOG Town Administrator Mary Calorio will present the budget further on the agenda.

5. FIRST AUDIENCE FOR CITIZENS: None

6. ADDITIONS OR CHANGES TO THE AGENDA: None

7. REPORTS: None

8. APPROVAL OF MINUTES

a. Regular/Special meeting(s) – February 9, 2026:

Victor Boomer motioned to approve February 9, 2026 regular meeting minutes, seconded by Jeremiah Rufini and carried unanimously.

9. CORRESPONDENCE: None

10. OLD/NEW BUSINESS

a. Consider and act on funds transfers and budget line additions/adjustments as requested: None

b. Review of FY 2026-27 Budget, Structure and Presentation Changes

Mary Calorio presented preliminary proposed budget that does not include BOE (scheduled to approve their budget March 11th and will be incorporated into this document once approved).

1) Town agency budgets:

Significant changes with Expenditures - proposed Town Operations budget represents overall increase of \$135,548 (6.04%). Biggest drivers are \$77,085 increase for Ambulance Service (still in negotiations); \$3,120 increase for Animal Control (increase cost for veterinary care and labor); \$14,011 increase for NECCOG Town Administrator Program (3rd year of step process grant funding); increase for Registrars of Voters Stipend (increased workload with training and software maintenance) and increase for Election Worker Stipends (early voting requirements – no early voting grants from the State); \$17,300 increase for Volunteer Fire Department (new request for building maintenance, increase in utility costs, \$2,500 for local share of grant opportunities).

- Decrease in Debt Service (paid off Eversource Energy Savers Program) - \$7,500 remains for copiers.
- Put in \$40,000 for Capital Projects – current requests totals about \$352,000 (proposal does not utilize any of the Fund Balance).
- Dick Weingart asked about significant increase for Assessor services (looking to contract Assessor and Tax Collection services with Mansfield with access to all Mansfield departments – looking at submitting RPIP Grant to offset initial costs (requires Town Meeting vote).
- Unassigned Fund Balance estimated at 9.79% for FY 25-26 – strongly recommend not to fund CIP with balance below 10% (higher risk).
- Revenue Estimates – State level funded, Property Tax based on flat funding for BOE.
- Many departments came in flat or under (waiting for insurance proposals for CIRMA).

- Dick Weingart asked about Health Insurance (6.9% increase – decreased overall).
- Will invite Fire Department, Registrars (Stipends increase), and Treasurer (Salary increase) to come in to present their budgets (the only salary increases reflected in the budget were requests from elected officials).
- Special Meetings will be held March 16th, 23rd and 30th at 6pm.
- Leslie Ricklin asked about Public Works request way down from last year – should they reconsider with terrible winter this year (recommend not budgeting for worst winter, Town should take unspent funds at end of the year and transfer to storm maintenance reserve to cover a bad year) Leslie would like to see commitment for establishing storm maintenance reserve.

2) CES and RSD11 budgets including COC budget: Not submitted yet.

3) State and local revenue estimates: Covered already.

c. Review status of CIP requests and discuss funding levels and options: Total projections over \$800,000.

d. Review potential agency presentations to BOF: Covered already.

e. Review budget calendar for FY 2026-27: Budget Public Hearing April 13th; Annual Town Mtg. April 27th.

f. Other budget topics as necessary:

No Tax Collection Reports received from Windham in past 3 months (they are pushing to get them done).

11. AGENDA SUGGESTIONS FOR NEXT REGULAR/SPECIAL MEETING:

- a. Regular meeting(s): standard meeting agenda
- b. Presentation of selected Town Agency budgets by First Selectmen
- c. Continue review of FY 2026-27 Budget process and potential agency presentations
- d. Other necessary business

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

- a. Monday, March 9, 2026: Regular Meeting @7pm (Town Hall) – BOS Budget Presentation
- b. Monday, March 16, 2026: Special Meeting(s) @6pm (Town Hall)
- c. March 23 and 30, 2026: Special Meeting @6pm (Town Hall)
- d. Monday, April 13, 2026: Budget Public Hearing @7pm (Senior Center)

Action Items:

- Review Board goals and policies for FY 2024-25:
 - 1) Board policies and Board Member handbook.
 - a) Revise BOE Non-Lapsing Carryover Acct.: Revise to reflect change of Bank, G/F accounts, and 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 they can be added, 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.
- Contact Treasurer about presentation by Berkshire Bank representative.
- Fixed Assets – Public Works only.
- Highlight grant funding in the Budget and Annual Report.

13. ADJOURN:

Mike O'Neill motioned to adjourn (7:44 PM), seconded by Victor Boomer and carried unanimously.

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