

BOARD OF SELECTMEN
Chaplin, Connecticut
July 7, 2020
SPECIAL MEETING
Town Hall/Remote Meeting
Minutes

Members Present: William H. Rose IV, First Selectman; Kenneth Fortier, Selectman; Anthony Pinto, Selectman.

Members Absent: None

Others Present: Suzanne Krodel, Administrative Assistant; Leslie Ricklin, Ad Hoc Bicentennial Committee; Ann Chuk, Chaplin Community and Economic Development Commission.

1. **Call to Order:** Mr. Rose called the meeting to order at 3:03pm.
2. **First Audience of Citizens:** Ms. Ricklin and Ms. Chuk discussed the findings of the Walkability Study conducted by the Sustainable CT committee. Some suggestions were to add more speed limit signs on Route 198, add a sidewalk on Lynch Road to give the residents on that road the ability to walk safely to the businesses located on Route 6, and to add a bench on each end of Chaplin Street for pedestrians to rest. Also discussed was a path from Chaplin Street to access Garrison Park.

Ms. Chuk had some concerns regarding the senior citizens in town that have been isolated due to COVID-19 and if the town can make an effort to reach out to them and assist them. Mr. Rose reported that they are working on new activities, curbside luncheons, virtual exercise classes using Zoom app, teaching seniors to use Chrome books at the library. He also stated that when Eastern Highland Health District visited the senior center, they do not recommend any events for the seniors at the senior center due to the high risk group with COVID-19.

3. **Tax Collector Refunds:** Mr. Fortier made a **MOTION** to approve a tax refund of \$96.20 to Honda Lease. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed. Mr. Fortier made a **MOTION** to approve a tax refund of \$372.15 to Michelle Salce. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
4. **Board member reports:** Mr. Rose discussed the meeting with Eastern Highlands Health District. They did not recommend anyone over 65 in the building. They also said no to outdoor luncheons with the seniors.

Mr. Rose also reported on voting for the primaries and that the town purchased hand sanitizer stands. Also discussed was the process of the absentee ballots and that there is a new drop box at town hall specifically for the ballots. Residents can also drop off to the clerk through the window at Town Hall. The registrar's computers needed to be upgraded due to changes in the State software. There is a 50/50 grant from the State to help pay for the equipment.

5. **Building/Infrastructure:** Mr. Pinto reported on key-lock boxes at each building for the fire department to gain easy entry in the event of a fire. Also discussed was installing keypads instead of lock boxes, Mr. Pinto will investigate further.

Mr. Rose reported that we are about \$50,000 in the hole with the North Bear Hill Road Drainage project due to funds spent with the previous administration on the project. There is extra money from in the Undesignated Fund due to other projects coming in under budget. The England Road bridge meeting is postponed until next week.

6. **Discussion and possible action regarding Request for Bid Proposal – Asphalt Paving Services for 2020-2021.** Mr. Rose read the bids (see attached). Mr. Rose made a **MOTION** to award the Asphalt Paving Services for 2020-2021 to P. Willis Construction Inc. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
7. **Discussion regarding COVID-19:** Mr. Rose reported that the cities opening up are seeing more spikes in positive cases. Currently Town Hall is closed to the public and taking care of business as usual with no complaints. Planning and Zoning Commission has a public hearing for an application that they have been trying to book and they may be able to hold the hearing at one of the schools using social distancing. Mr. Rose will talk to Superintendent Ken Henrici to see if this is an option.

Mr. Rose stated he received a complaint regarding a residential home offering their property for weddings and sleeping arrangements in the barn up to 16 people. He will notify the zoning official to see if they are approved to do this business out of the home.

There has been some question regarding meetings and if they need to be offered digitally either by video or conference call. Mr. Rose read the Governor's Executive order regarding municipal meetings and the Board agreed that it can be held outside with social distancing, but it also needs to be available to the public online or via conference call. He will send a memo out to the Boards/Commissions regarding the procedures.

Mr. Pinto reported that the fire department is in good shape with PPE's and that Region 4 lifted protocol's about basic medical calls. The Board discussed the need to hire EMT's, but Mr. Pinto stated that due to the contract with Willimantic Ambulance Company at this time there is no need but does see in the future they may have to have hired staff but as a region.

8. **Personnel Matter: CONFIDENTIAL discussion regarding employee work schedules during the COVID-19 pandemic; subject to be discussed in Executive Session per General Statutes section 1-200(6)(A), upon motion and vote of the Board of Selectmen.**

Mr. Rose made a **MOTION** to enter into executive session at 4:03pm. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Rose, Mr. Fortier, and Mr. Pinto entered into Executive Session at 4:30pm.

Executive session ended at 4:58pm.

Special meeting resumed at 4:58pm.

B. Possible action on items discussed in Executive Session.

Mr. Pinto made a **MOTION** for the First Selectman, Bill Rose, to meet with the Senior Center Director to increase programs at the Senior Center and contact with members through the use of remote means such as ZOOM for Yoga, Sit and Stretch. The Board of Selectmen also suggested increasing curbside meals up to possibly 4 times a week. Mr. Fortier seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Fortier made a **MOTION** to increase the Finance Managers position to 35 hours a week and that the Finance Manager will keep a time sheet the same as other hourly employees. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

- 9. Adjourn:** Special meeting adjourned at 5:04pm.

*Respectfully submitted by,
Suzanne Krodel, Administrative Assistant*

TABULATION SHEET FOR ASPHALT PAVING SERVICES 2020-2021
TOWN OF CHAPLIN
July 2, 2020
2:00pm

<u>Company</u>	<u>Total Amount of Bid</u>
Krukoff Excavation and Paving	TOTAL:
391 Turnpike Road	A.) North Bedlam Road price: \$32,500
Ashford, CT 06278	B.) Shimming daily equipment and labor price: \$6,000
	C.) Shimming overtime equipment and labor price: \$750 per hour
	D.) Cost per ton of Class 2 asphalt for shimming: \$67 per ton
P. Willis Construction Inc.	TOTAL:
57 Chaplin Road	A.) North Bedlam Road price: \$28,300
Eastford, CT 06242	B.) Shimming daily equipment and labor price: \$5,200
	C.) Shimming overtime equipment and labor price: \$500 per hour
	D.) Cost per ton of Class 2 asphalt for shimming: \$66 per ton
Pinecroft Paving & Landscaping, LLC	TOTAL:
159 Butts Road	A.) North Bedlam Road price: \$29,320
Woodstock, CT 06281	B.) Shimming daily equipment and labor price: \$5,500
	C.) Shimming overtime equipment and labor price: \$500 per hour
	D.) Cost per ton of Class 2 asphalt for shimming: \$69 per ton