

**BOARD OF SELECTMEN  
REGULAR MEETING  
Chaplin, Connecticut  
Thursday, April 7, 2022**

Members Present: Juan Roman III, First Selectman; Anthony Pinto, Selectman

Members Absent: Kenneth Fortier, Selectman

Others Present: Richard Weingart, Chairman/Board of Finance; Diana Alvarez, Town Treasurer; Jim Randall, Emergency Management Director; Leslie Ricklin, Chairman/Ad Hoc Bicentennial Committee

1. Call to Order: Meeting was called to order at 7:02pm
2. First Audience of Citizens: Jim Randall asked that cabinets be installed over the sinks in the bathrooms at the firehouse to store paper goods. Joe Pinto stated that he would rather see a wall put up to separate the bathrooms from the hall, so FD staff do not disturb rentals in the hall.
3. Additions to the Agenda: Juan Roman asked that agenda items be added to Communications and Reports - 5F Ad Hoc Bicentennial Committee Update and 5G School Quarterly Report.
4. Approve minutes of the Board of Selectmen regular meeting on March 3, 2022 and special meeting minutes on March 8, 2022. *Joe Pinto made a MOTION to approve the minutes from the regular meeting on 3/3/22 and the special meeting on 3/8/22 for the Board of Selectmen. Juan Roman seconded the MOTION. Discussion: None. All in favor. MOTION passed.*
5. Communications and Reports
  - A. Trooper Report: The Board reviewed the Trooper report.
  - B. Board Members Reports: None
  - C. Board of Finance Discussion: Dick Weingart reported that the Board of Finance has been meeting weekly since 3/14 to work on the FY22-23 budget. They expect to have a budget public hearing on 4/25 so by 4/18 the budget materials need to be organized and ready to publish. We are looking at a mill rate increase for the first time in years. We are on target from what was predicted last year with a deficit of about \$115,000 but may be as low as \$15,000 due to the sale of William Ross library and FEMA funds. Last year they predicted a mill rate increase for FY22-23 of 1.75 and right now we are at 2 mills and there is a hole of \$150,000 and they are trying to figure it out, so the mill rate doesn't go up anymore. Health insurance was a big increase and so was DPW fuel. Employee benefits increase approximately \$30,000-40,000. Chaplin Elementary School came in about \$100,000 more than the current year. The increase in assessment to Chaplin for Parish Hill will be about a \$300,000 increase due to the percent of students going up about 3.75%. CIP requests are down because of \$500,000 from fund balance so \$450,000 can be put away for England Bridge. The Parish Hill school budget increase has been minimal.

- D. Correspondence: None
  - E. Building/Infrastructure: None
  - F. Ad Hoc Bicentennial Update: Leslie Ricklin reported that the committee is selling t-shirts and maps for \$10 apiece. They had three successful talks – Ben Chaplin’s Will, History of the Library and Congregational Church. They are receiving money from businesses and Val Garrison, Finance Manager has been very supportive and helpful. June 1<sup>st</sup> will be the deadline for solicitations. On June 25<sup>th</sup> the Windham Band will be at Garrison Park and food will be served. They are arranging a drone photo with help from Brian at Parish Hill/drone club and will take a photo with everyone standing in place recreating the map. Parade and food trucks were discussed; Joe Pinto feels the town shouldn’t charge the food trucks a fee at the event and the Board agreed. They can make a donation if they like. The budget was discussed, and Dick Weingart felt like they will not go past the \$30,000 allocated, still waiting on business sponsorships.
  - G. School Quarterly Report: The school report was reviewed by the Board. Dick Weingart stated that the current budgets look to be in good shape.
6. New Business
- A. Tax Collector Refunds: *Juan Roman made a MOTION to approve a tax refund of \$100 to Virginia Siege. Joe Pinto seconded the MOTION. All in favor. MOTION passed.*
  - B. Resignations and Appointments: None
  - C. Discuss and possible action regarding sponsoring the Chaplin Congregational Church fundraiser on May 7, 2022 at Garrison Park: Pastor Bolduk requested use of the park on 5/7/22 to hold a fund raiser for the church to help pay for repairs. Also, on that day the Rottweiler club wants to share the park with the church and will donate \$10 per dog. Dave Stone, DPW Supervisor is talking to both groups about this. *Joe Pinto made a MOTION to sponsor the Chaplin Congregational Church to use Garrison Park on 5/7/22. Juan Roman seconded the MOTION. Discussion: They did have concerns with the fundraiser participants being in the same proximity with the dogs. Juan Roman will discuss with Dave Stone. All in favor. MOTION passed.*
  - D. Discuss and possible action regarding the Garrison Park regulations. Juan Roman reported that in the Recreation Commission ordinance it states that alcohol sales are permitted with written permission from the Recreation Commission but in the Garrison Park regulations it states alcohol sale are prohibited. The Board needs clarification and will send to the Town Attorney.
  - E. Discuss and possible action regarding the resolution and extension of the Affordable Housing Grant: Suzanne Krodel stated that an extension to 6/30/22 was filed because NECCOG is still working on the plan with the Affordable Housing Steering Committee. In order to get the extension, the Board has to approve the resolution again. Juan Roman read the

resolution. *Joe Pinto made a MOTION to approve the resolution. Juan Roman seconded the MOTION. All in favor. MOTION passed.*

- F. Discuss and possible action regarding the mowing bids for town buildings, cemeteries, and Garrison Park: Juan Roman reported that only one bid was received for \$31,550 which was \$550 higher than last year. Next time they will advertise via INDEED.com and not just the local newspaper. Dick Weingart questioned why it went up from \$21,000 and how it got to \$31,000 which the Board of Finance was not advised about. Suzanne Krodel stated that more mowing areas that the DPW staff were doing was added to the contract. Juan Roman stated it was more expensive having DPW do this work. The Board discussed if it should go out to bid again and agreed to table for now until they can find out if this is allowed.

TABLED

- G. Discuss and possible action regarding the Approved Wages for FY 2022-2023: Juan Roman stated that the Board already approved the 3% across the board of salary increases but the wage scale sheet needs to be approved. He questioned why there is an assistant building official because this is covered under the contract with Windham. Dick Weingart stated that the Deputy Emergency Preparedness position was also missing. TABLED

- H. Discussion regarding fees due from 153 Chewink Road: Juan Roman reported that the Velazquez family had fines with the Town in the amount of \$21,000. He spoke with both the Chair of the Planning & Zoning Commission and the Zoning Officer in regard to the Board of Selectmen forgiving these fines. Mrs. Velazquez gave him receipts showing how much money was spent in the cleanup of the property which was about \$15,000 in dumpsters and machinery and also about \$7,000 to the town. They have been given a Certificate of Compliance from the town and is no longer is default and the property has been cleaned up. He is satisfied with the progress and asked the Board to forgive the remaining \$26,270. *Joe Pinto made a MOTION forgive remaining fines to the town. Juan Roman seconded the MOTION. Discussion: Suzanne Krodel will draft a letter to send to the Velazquez's. All in favor. MOTION passed.*

## 7. Old Business

- A. Economic Development Commission Update: No update
- B. Chaplin Museum: Juan Roman spoke to Warren Church from the Historic District Commission about scheduling a public hearing and he asked if we could hold off. The public hearing is for us to present why we want it moved. TABLE
- C. American Rescue Plan Funds – COVID19: Juan Roman reported that in order to spend the funds one of the requirements from the government is to send out a survey showing list of non-profit agencies and to get resident's opinion on these funds. Joe Pinto stated that he thinks the funds should go to town projects. *Juan Roman made a MOTION to put out a survey to the town to get feedback. Discussion: Juan Roman*

*stated that any Towns allocated 10 million or less can use the funds as they need them. All in favor. MOTION passed.*

- D. COVID-19: The Board revisited renting the firehouse hall again now that COVID numbers are down. Joe Pinto is not in favor of the rentals. *Juan Roman made a MOTION to start renting the hall at the firehouse. Joe Pinto seconded the MOTION. All in favor. MOTION passed.* Juan Roman stated that regarding the use of hybrid meetings, in-person meetings should take place first, but we do have the software in the event it is required.
  - E. All Pending and New FOI Requests: Request received on 3/25/22 regarding information on the November 2020 elections. The Town Clerk and ROV's are handling the request.
  - F. USDA Grant – Purchase of a new firetruck: Joe Pinto reported that the truck may be on schedule for delivery, and it might be used for the parade. If the truck is in Massachusetts, they can borrow it for one day. Three members of the fire department can go to Florida to see the progress on the truck, this was part of the cost. USDA has to inspect the truck once it is delivered then they can process the reimbursement immediately.
  - G. Benjamin Chaplin's cupboard update: No update
8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion: Dick Weingart stated after the public hearing on 4/25 they should have motions for funds for the annual town meeting. He will also talk to the auditor regarding payment from USDA for the firetruck and how to process it.  
Jim Randall wanted to know if any funds were spent on cutting a path for the new road. Juan Roman stated no, DPW did it. Jim Randall wants the bridge repaired and not closed. Juan Roman stated it still has to go to public hearing before decided.
9. Agenda Suggestions for next meeting: No discussion
10. Date, time, and place of next meeting (May 5, 2022, at 7:00pm, Chaplin Town Hall).
11. Adjourn: Meeting was adjourned at 8:45pm

*Respectfully submitted by,  
Suzanne Krodel  
Administrative Assistant*

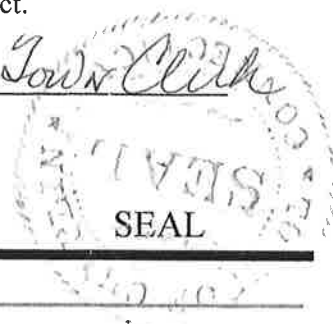
STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING  
(AN EQUAL OPPORTUNITY EMPLOYER)  
**CERTIFIED RESOLUTION OF THE GOVERNING BODY**

**CERTIFICATION<sup>1</sup>**

I, Shari Smith, Chaplin Town Clerk, certify that below is a true and correct copy of a resolution duly adopted by the Town of Chaplin at a meeting of its Board of Selectmen duly convened on April 7, 2022 and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

4/11/2022  
(Date)

Shari Smith Chaplin Town Clerk  
(Signature and Title of Official)



**RESOLUTION<sup>2</sup>**

**WHEREAS**, pursuant to Connecticut General Statute Section CGS §§-8-30j, the State of Connecticut Department of Housing is authorized to extend financial assistance to a municipality for the Affordable Housing Plan Technical Assistance Grant; and

**WHEREAS**, it is desirable and in the public interest that the Town of Chaplin make an application to the State for funding the Affordable Housing Plan Technical Assistance Grant pursuant to Connecticut General Statute Section CGS-8-30j Program and to execute an Assistance Agreement for such purpose.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF CHAPLIN, BOARD OF SELECTMEN:**

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by the Connecticut General Statutes, particularly CGS §§-8-30j; and
2. That the filing of applications for Connecticut Affordable Housing Plan by the Town of Chaplin is hereby approved and that Juan Roman III, First Selectman, is directed to execute and file such applications with the State of Connecticut Department of Housing, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Chaplin.

<sup>1</sup> The Official who is named in and signs the Certification (typically the Town Clerk or Secretary) cannot be the same individual who is named in the Resolution as the Authorized Signatory for the Master Assistance Agreement (typically the Mayor or First Selectman).

<sup>2</sup> Attach a copy of the applicable page(s) of the municipal charter or other municipal governance document(s) which show that the Authorized Signatory named in the Resolution is authorized to enter into contracts/sign documents on behalf of the City/Town.