

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, April 4, 2024**

Members Present: Juan Roman III, First Selectman; Anthony Pinto, Selectman, Kenneth Fortier, Selectman (remote)

Members Absent: None

Others Present: Susan Welshman, Recording Secretary; Dick Weingart, Board of Finance Chair; Jim Randall, EMD; Leslie Ricklin, Chaplin Bicentennial Arboretum Commission.

1. **Call to Order:** Meeting was called to order at 7:03 pm
2. **First Audience of Citizens:** Leslie Ricklin, thanked Juan and Joe for attending the Art Show opening featuring the work of Brian Cohen at the Chaplin Public Library on Wednesday, April 3, 2024. Leslie also announced that the Chaplin Bicentennial Arboretum Commission has scheduled an Arbor Day ceremony for Friday, April 26, 2024 – 5 PM – at the Garrison Park Bicentennial Arboretum. The ceremony will include speakers, a program by the Boy Scouts and refreshments.
3. **Additions to the Agenda:** None.
4. **Approve minutes of the Board of Selectmen Regular Meeting on March 7, 2024. *J Roman made a MOTION to approve the March 7, 2024 Regular Meeting Minutes as submitted. J Pinto seconded the MOTION. All in favor, MOTION passed.***
5. **Communications and Reports**
 - A. Trooper Report – J Roman read out the report for March 2024 submitted by Trooper Shaun Tucker. *See attached.*
 - B. Board Members Reports: None
 - C. Board of Finance Discussion: D Weingart reported that the Board of Finance has begun the review of submitted proposed budgets. He reported that the Grand List has increased by 20%. This increase is supported entirely by real estate taxes. Personal property taxes have dropped by 10-15% and Motor Vehicle taxes have dropped by 7.5% on the Grand List. A shift in tax base has occurred from business owners over to homeowners. D Weingart reported that the Parish Hill Assessment has increased by just over 50%. The Chaplin Elementary School's preliminary Budget contains a significant cost increase in the area of Special Education. An increase in the budget numbers for Town Operations has also been noted. The next Regular Meeting of the Board of Finance is scheduled for Monday, April 8, 2024. The BOF plans to examine the proposed budgets in detail at this meeting. The Regional District 11 Budget has been completed. The Capital Improvement Plan Committee has its next meeting scheduled for Thursday, April 11, 2024 at 6 PM in the Senior Center.

- D. Correspondence: None
- E. Building/Infrastructure: None
- F. Treasurer Report: J Roman noted that the DPW worked diligently through the night on Wednesday, April 3rd to remove downed trees and to clear roads during the windstorm which occurred that night.
- G. Department of Public Works Report: None
- H. Chaplin Volunteer Fire Department Report: Fire Chief Joe Pinto reported the following CVFD statistics: Year to Date: CVFD has responded to 68 medical calls and 17 fire service calls including car accidents.

New Business

- A. Tax Collector Refunds: None
- B. All Pending and New FOI requests: None
- C. Appointments and Resignations: The Board of Selectmen received and accepted the resignation of Diane Sanchez from the Library Board of directors as an alternate member and the resignation of Leslie Ricklin as an alternate of the Historic District Commission. The BOS was informed of the resignation of Democratic ROV Laurel Mayhew and the appointment of Christopher Komuves, Deputy Democratic ROV, as her replacement.
Appointments: *J Roman made a motion to appoint Diane Sanchez to the library Board of Directors as a Regular Member for a term beginning 11/02/2021 and ending 11/02/2027 to replace Brian Cohen. J Pinto seconded the MOTION. All in favor, MOTION Carried. J Roman made a MOTION to appoint Leslie Ricklin as a Regular Member of the Historic District Commission for a term beginning 9/01/2019 and ending 8/31/2024. J Pinto seconded MOTION. All in favor, MOTION Carried.*
- D. Discussion and possible action on revising the employee longevity policy: J Roman explained that the current longevity policy found in the Town of Chaplin Terms and Conditions of Employment for Non-Union Employees (approved May 5, 2022) refers to basing the longevity bonus of employees on their gross annual pay. J Roman expressed concern that employees receiving overtime in their gross annual pay may have an unfair advantage. The Board discussed amending this policy to read that the longevity percentage received by an employee be based on their base pay. ***J Roman made a MOTION to amend the Longevity Policy (2.7) found in the Town of Chaplin Terms and Conditions of Employment for Non-Union Employees (approved May 5, 2022) to state that the longevity bonus received by employees will be the stated percentage based upon the base annual wages of the employee. K Fortier seconded the MOTION. All in favor, MOTION Carried.***
- E. Discussion and possible action on adding a chaplinct.org email address for the Chaplin Bicentennial Arboretum Commission: J Roman reported

receiving a request from the Chaplin Bicentennial Arboretum Commission to be added to the chaplinct.org email list for their own email domain. He reported receiving information from IT Director Mike McDaniels regarding the process which includes receiving a quote for the new email address through Office 365. Currently, all free email addresses received through Microsoft are taken and additional email addresses will have a cost. Once the BOS approves the request, M McDaniels can obtain a quote for approval. ***K Fortier made a MOTION to approve the request from the Chaplin Bicentennial Arboretum Commission to receive a quote for a chaplinct.org email address. J Roman seconded the MOTION. All in favor, MOTION carried.***

6. Old Business

- A. American Rescue Plan Funds: No new expenditures reported.
- B. Discussion and possible action on Polling Locations: J Roman reported that the Windham IT will be giving access of our systems to Athens Micro so that they may perform a cybersecurity audit before installing the CVRS voting system at the Ferrara Community room for early voting sessions.
- C. Update for the construction of fire pond and dry hydrant: Work is in progress.
- D. Discuss/updates on Bedlam and England Road Bridges: J Roman reported that the design phase for the Bedlam Road Bridge is on hold. The road closure for work at the England Road bridge is imminent with work starting in the next week or two.
- E. Town Administrator Ad Hoc Committee Report: J Roman reported that he is still waiting to receive and review contractual language from NECCOG regarding the Town Administrator Program.
- F. Update on Casella Recycling Prices: J Roman reported receiving correspondence from Marc Morgan at Casella stating that the current numbers for recycling are at \$65/ton. The current budgeted number is \$35/ton and was projected to rise to \$100/ton. Budget numbers reflecting \$65/ton will be received soon.
- G. Update on IT Services: Athens Micro has been contracted to perform a cybersecurity update for the Town office buildings. IT Director, M McDaniels, will be performing updates on staff computers to allow for this cybersecurity audit.

7. **Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion**: D Weingart inquired about a job description for a potential Town Administrator. J Roman responded that NECCOG has yet to send over specific language and that they are still in the process of waiting to hear on the Town Administrator Grant Program which they have applied to. A document outlining the concept is all that has been

received. D Weingart stated that he would like to review the concept document.

8. **Agenda Suggestions for next meeting:** New Business: New washer and dryer system for the CVFD.
9. Date, time, and place of next meeting (May 2, 2024 at 7:00 PM, Chaplin Town Hall).
10. **Adjourn:** Regular Meeting adjourned at 8:06 PM.

*Respectfully Submitted by,
Susan Welshman
Administrative Assistant*

**TOWN OF CHAPLIN
RESIDENT STATE TROOPER
March 2024**

TO: Juan Roman; First Selectman
FROM: TFC Shaun Tucker #1237

Sir,

The following reflect the statistics collected between the dates of March 1, 2024 – March 31, 2024:

	Resident Trooper	CSP (all except RT)	TOTAL
TOTAL CALLS FOR SERVICE	20	50	70
Traffic Accident – No Injury	1	0	1
Traffic Accident – With Injury	0	0	0
Reportable Incidents	5	4	9
Traffic Stops	7	31	38

Notable events/incidents:

On March 6, 2024 I was able to visit the Chaplin Elementary School where I read to two second grade classrooms for Read Across America Day.

On March 13, 2024 at 0835 hours, I responded to the Bach Dor Café to investigate a report that a male party was attempting to kick the door in. Upon arrival I located and detained the male. I conducted an on scene investigation, and the male was arrested and charged with Criminal Attempt to Commit Burglary 3rd Degree, Criminal Mischief 2nd Degree, and Breach of Peace.

Respectfully,

TFC Shaun Tucker #1237