

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, October 5, 2017
MINUTES**

Members Present: Matthew Cunningham, First Selectman; Irene Schein, Selectman; William H. Rose IV, Selectman.

Members Absent: None

Others Present: Paul Peifer, Chairman – Historic District Commission; Dick Weingart, Chairman – Board of Finance; Jim Randall, Director Emergency Preparedness; Doug Dubitsky, Chairman – Planning & Zoning Commission; Suzanne Gluck, Administrative Assistant/Recording Clerk; Leslie Ricklin, Library Board Member; Priscilla Willey Diwan, Library Board Member; Representative from the Creative Living Community of CT; additional residents and miscellaneous board members.

1. **Call to Order:** Meeting called to order a 7:00pm
2. **Additions to Agenda:** Matthew Cunningham requested agenda item be added - 6D Discuss Legal Notice for possible fall Town meeting.
3. **First Audience of Citizens:** Paul Peifer, Chairman of Historic District Commission, discussed concerns regarding the solar panels installed at the Senior Center/Library. This building is in the Historic District and no application was made to the HDC to approve this change in the building. Matthew Cunningham informed the Chairman of the HDC that municipal buildings are exempt from application to the Historic District Commission. Paul Peifer researched General Statutes and believes this is not the case. After speaking with the Building Official, Terry Bellman, he issued a building permit. No public hearing has been held for this project or certificate of appropriateness issued. Matthew Cunningham stated that he reached out to the attorney to get his opinion regarding the exemption of municipal buildings. Paul Peifer stated that if this is not the case then it may need to go to a hearing after the fact.

Representatives from Creative Living Community of CT reached out to the Board of Selectmen regarding the denial of their application to the Planning & Zoning Commission. They would like guidance on how to reach out to the community so they have a better understanding of what his organization is trying to do for children with disabilities. Matthew Cunningham stated that if they want to reach out to residents they need to do that on their own and that the Board of Selectmen is not the correct venue. The reason it was denied was due to zoning conflicts and if/when these zoning regulations are changed there is nothing else that can be done. They may need to find a Town that better fits their needs and is in line with zoning.

Leslie Ricklin, Library Board member, asked about budgetary cutbacks and requested Matthew Cunningham discuss with the Library Board directly. She also asked about the status of the Museum and Ross Library, Matthew Cunningham and William Rose informed her that nothing will happen without a Town meeting, they are still looking into different options – selling, relocating, or keeping the buildings as is. Chris McKleroy, Resident, stated that being the abutting neighbor to the old museum he would like to purchase the building from the Town. Also discussed was the Library to be used as a cooling shelter – Matthew Cunningham said the building can be used and that Jim Randall is working on a volunteer list.

Priscilla Willey Diwan discussed the Repair Café and suggested items from the Transfer Station be repurposed, maybe jobs can be created in the Town to do this work.

4. **Approve minutes of Regular Meeting September 7, 2017:** Irene Schein made a motion to approve the September 7, 2017 regular meeting minutes for the Board of Selectmen, William Rose seconded the motion. All in favor. Motion passed.
5. **Communications and Reports**
 - A. **Trooper Report – September 2017:** Trooper report was reviewed, patrol checks discussed.
 - B. **Board Members Reports:** None
 - C. **Board of Finance Discussion:** Dick Weingart, Chairman – Board of Finance, discussed state funding loss under the Governor’s Executive order would be \$1.1 million. The 2016-17 audit is about to get underway and on 10/11 – he will discuss the Chaplin Elementary school deficit with the auditors. He also asked if the procedures manual will be available when they are here, if not then he can meet with Matthew Cunningham to discuss. On 9/12 the group met to discuss shared services with Chaplin Elementary but we are not getting anywhere, they need active involvement from the Board of Selectmen that oversee workers who will do the tasks, i.e. snowplowing, mowing, etc. next meeting on 11/30 at 4:30pm. Matthew Cunningham stated he speaks with Superintendent Ken Henrici almost on a weekly basis about this project. The Board of Finance would like to move up budget calendar a month so the budget will go out middle of November to be back by end of January and presentations to the Board of Finance in March. For the CIP Committee, he recommends these requests go out in November and December. State budget – we will get some funds from State; how can we function in reduced budget (- \$565,000 less in state revenue) about \$460,000 deficit for the fiscal year. Reduction in unassigned fund balance from \$940,000+ to \$374,000. We will be good until January and possibly beyond that, will need to look at grants and past schedule when money was received. The Board of Finance discussed recommendation to Selectmen regarding a budget freeze and what to consider if this becomes necessary – purchases of new equipment, new programs, non-essential travel, office supply purchases, limited OT, shared services with Board of Education is important. The Superintendent instituted budget freeze at Chaplin Elementary.
 - D. **Correspondence:** Matthew Cunningham reported that he received a letter from the State that the town of Chaplin is on the list of towns’ that are considered “distressed”. He is looking into why Chaplin is listed and what the criteria is to be deemed distressed.
 - E. **Building/Infrastructure:** Matthew Cunningham discussed the solar panel installation at the Fire Department and Library/Senior Center.
 - F. **Discussion regarding Recreation Commission:** None
 - G. **Discussion regarding the Chaplin Community and Economic Development Commission:** Irene Schein discussed the Chaplin Maypole Festival scheduled for next year. They will be raising some funds by may need town assistance for the event, overall it should cost from \$1000-\$3000. She also reported that the HOPS subcommittee will meet with owner of Willimantic Brewery. The Commission has also looked into various properties in Town for elderly housing to see what the possibilities are
6. **New Business**
 - A. **Tax Collector Refunds:** None
 - B. **Resignations/Appointments:** None
 - C. **Proclamation Recognizing Red Ribbon Week for the Natchaug River Young Marines of Dayville:** Matthew Cunningham read the proclamation and the Board of Selectmen signed supporting it.
 - D. **Discuss Legal Notice for possible fall Town meeting:** The Board discussed the legal notice and the appropriation of funds for the Chaplin Elementary School deficit. The Board of Finance needs to confirm the appropriation, if no appropriation of funds are needed at this time then the other agenda items can be pushed off until the Annual Town meeting next Spring.

7. Old Business

- A. STEAP Grant (North Bear Hill Bridge):** Construction is moving along and on schedule.
- B. Discussion regarding handicapped access at the Senior Center:** Matthew Cunningham reported that installation begins next week and it will only take one day.
- C. Discussion regarding use of Community Center:** Matthew Cunningham stated that they may need to look into another contractor to do the tiling.
- D. Status of Chaplin Museum and William Ross Library re-location:** Appraiser will be coming in to get a value on the Ross Library in the event it is decided to sell the building.
- E. Status of Dissolution Study and Add/Withdraw Grades Study:** Two public hearings are scheduled for the Add/Withdraw Grades Committee to discuss the final report. The Dissolution Committee is still meeting, no report yet.
- F. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022:** No new updates. Irene Schein reported that there may be a booth at the May Pole Festival.
- G. Discuss All Pending and New FOI Requests:** None
- H. Human Resources Updates/Changes:** None
- I. Discussion regarding the Department of Public Works:** Matthew Cunningham stated no updates yet on the Groton truck they would like to purchase. He also mentioned the tremendous job the DPW have been doing – a big job scheduled for next week on Singleton Road to repair a pipe in a culvert.
- J. Discussion regarding Public Safety and Resident Trooper Program:** no updates at this time.
- K. Discussion on Energize CT Grant:** Pamphlets going out soon for the energy audit program Eversource is offering to the residents.
- L. Discussion regarding leasing space in the Old Post Office Building:** No updates
- M. Conservation Commission – Review status of commission and ordinance:** New ordinance to combine Inland/Wetlands Commission and Conservation Commission to be presented at the tentative fall Town meeting.

8. Other Business: None**9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.**

Jim Randall asked if the energize CT points can be used towards solar panels. Matthew Cunningham said it can be used for pretty much all energy saving programs.

Doug Dubitsky reported on the State budget progress – a lawsuit was filed against the Governor from the CT Education Association regarding education cuts, a few towns joined lawsuit, more small towns will join too. Currently and artificial deadline of Oct 15 to override the Governor's veto; chances to override veto are very slim but more votes may come in because the representative from the towns are getting hit hard. Checks went out on Monday for municipal aid, considerably smaller than last year.

10. Agenda Suggestions for next meetingCommunications and Reports

- Trooper Report
- Board Members Reports
- Board of Finance Discussion
- Correspondence
- Building/Infrastructure
- Discussion regarding Recreation Commission
- Discussion regarding the Chaplin Community and Economic Development Commission

New Business

- Tax Collector Refunds
- Resignations/Appointments

Old Business

- STEAP Grant (North Bear Hill Bridge)
- Discussion regarding handicapped access at the Senior Center
- Discussion regarding use of Community Center
- Status of Chaplin Museum and William Ross Library re-location
- Status of Dissolution Study and Add/Withdraw Grades Study
- Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.
- Discuss All Pending and New FOI Requests
- Human Resources Updates/Changes
- Discussion regarding the Department of Public Works
- Discussion regarding Public Safety and Resident Trooper Program
- Discussion on Energize CT Grant
- Discussion regarding leasing space in the Old Post Office Building.
- Conservation Commission – Review status of commission and ordinance.
- Discuss Legal Notice for possible fall Town meeting

11. Date, time, and place of next meeting (November 2, 2017 @ 7:00pm @ the Town Hall)

12. Adjourn: Meeting adjourned at 8:59pm

*Respectfully submitted by Suzanne Gluck
Administrative Assistant/Recording Clerk*



Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

Fax: (860) 455-0027

firstselectman@chaplinct.org

PROCLAMATION RECOGNIZING RED RIBBON WEEK

WHEREAS, Red Ribbon Week is a campaign to show support for ridding communities of illicit drug use and those that traffic and profit from illicit drugs; and

WHEREAS, Red Ribbon Week will take place October 23, 2017 through October 31, 2017; and

WHEREAS, the Natchaug River Young Marines located in Dayville, CT along with the Young Marines from many surrounding towns, will actively participate in this nationally recognized illicit drug awareness event; and

WHEREAS, the Natchaug River Young Marines proudly stand in support of and are committed to the fight against illegal drugs and those that promote their use; and

WHEREAS, the Young Marine Program promotes good citizenship and a healthy lifestyle through education and awareness and the best way to educate is to lead by example; and

THEREFORE, BE IT PROCLAIMED BY THE BOARD OF SELECTMEN OF THE TOWN OF CHAPLIN that the Natchaug River Young Marines should be recognized as an outstanding opportunity for our local youth and for their continuing efforts to educate and promote a healthy drug-free lifestyle; and

BE IT FURTHER PROCLAIMED that the Young Marine program should receive the support of the Board of Selectmen and the residents of the Town of Chaplin for their positive impact on our youth and our community by wearing a red ribbon during Red Ribbon Week.

Matthew Cunningham
First Selectman

Irene Schein
Selectman

William H. Rose IV
Selectman