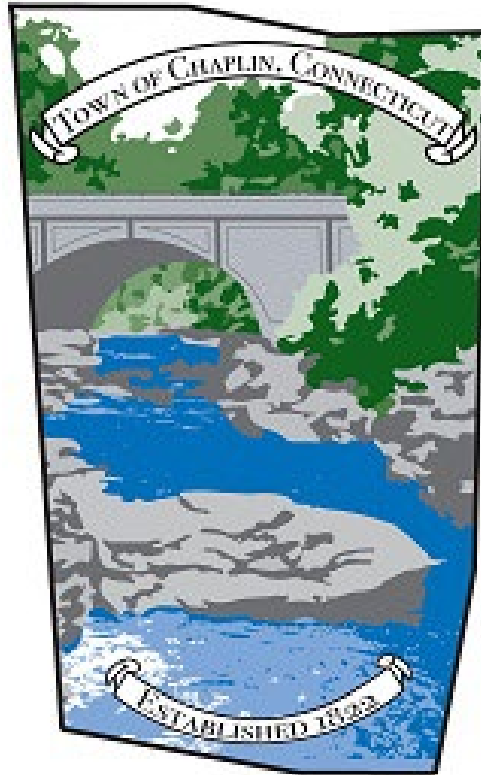


Town of Chaplin



**Annual Report
2023-2024**

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TOWN OF CHAPLIN
Annual Report
July 1, 2023 through June 30, 2024

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Town of Chaplin, Connecticut

Incorporated 1822

495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

Fax: (860) 455-0027

assistant@chaplinct.org

March 1, 2025

Dear Chaplin Residents:

Your elected Board of Finance is pleased to present the following report.

The business of the Town was conducted routinely, competently, and completely for this Fiscal Year Report. Every board, commission, department, agency, and committee had a hand in the efficient and productive way in which our community prospered and grew.

It is hoped that every citizen understands and appreciates the efforts and professional expertise of all our Town's employees.

Sincerely,

The Board of Finance

Richard Weingart-Chairman

Linkesh Diwan-Vice-Chairman

Linda Caron-Secretary

Jeremiah Rufini

William Jenkins

Victor Boomer

Alternates:

Matthew Foster

Peter Haines

Israel Alvarez

*Susan Welshman, Administrative Assistant to the
First Selectman*

Valerie Garrison, Finance Manager

Shari Smith, Chaplin Town Clerk

<u>Boards / Commissions / Committies</u>			
<u>Bicentennial Arboretum Commission</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Ricklin, Leslie	U	6/1/2023	5/31/2025
Weingart, Helen	D	6/1/2023	5/31/2026
Stone, David	R	6/1/2023	5/31/2027
<u>Board of Assessment Appeals</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Foster, Matthew	R	11/2/2021	11/4/2025
Kane, Brendan	D	11/2/2021	11/4/2025
Alvarez, Diana F.	R	11/5/2023	11/7/2027
<u>Board of Education</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Anderson, Laura	D	11/2/2021	11/4/2025
Klar, Joseph	R	11/2/2021	11/4/2025
Smith, Therese M.	D	11/2/2021	11/4/2025
Boomer, Eugene V., Jr.	R	11/7/2023	11/7/2027
Boomer, Victor N.	R	11/7/2023	11/7/2027
Chancey, Jaclyn	D	11/7/2023	11/7/2027
Hooper, William	D	11/7/2023	11/7/2027
<u>Board of Finance</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Caron, Linda	D	11/5/2019	11/4/2025
Boomer, Victor N.	R	11/5/2019	11/4/2025
Weingart, Richard G.	D	11/2/2021	11/2/2027
Jenkins, William	R	11/2/2021	11/2/2027
Rufini, Jeremiah	R	11/7/2023	11/7/2029
Diwan, Linkesh	U (MR=D)	11/7/2023	11/7/2029
<u>Board of Fianance Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Haines, Peter	D	11/5/2019	11/4/2025
Alvarez, Israel	R	11/2/2021	11/2/2027
Foster, Matthew	R	11/7/2023	11/7/2029
<u>Board of Selectmen</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Roman, Juan III - First Selectman	R	11/2/2023	11/7/2025
Pinto, Joe - Selectman	D	11/2/2023	11/7/2025
Fortier, Kenneth P. - Selectman	R	11/2/2023	11/7/2025
<u>Economic and Community Development</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Roman, Juan III	R	2/2/2021	2/1/2024
Vacant		2/2/2021	2/1/2024
Roman, Linda	R	2/2/2022	2/1/2025
Slowik, Clint	U	2/2/2022	2/1/2025
Rose, Janine	U	2/2/2023	2/1/2026
Pogmore, Patricia	U	2/2/2023	2/1/2026

<u>Economic and Community Development Commission Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Vacant		2/2/2024	2/1/2027
Vacant		2/2/2025	2/1/2028
Vacant		2/2/2026	2/1/2029
<u>Historic District Commission</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Cox, Diane	D	9/1/2020	8/31/2025
Smith, Catherine W.	D	9/1/2021	8/31/2026
Church, Warren	D	9/1/2022	8/31/2027
Peifer, Paul	R	9/1/2023	8/31/2028
Ricklin, Leslie	U	9/1/2024	8/31/2029
<u>Historic District Commission Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Vacant		9/1/2020	8/31/2025
Vacant		9/1/2021	8/31/2026
Rose, William H., IV	R	9/1/2022	8/31/2027
<u>Inland Wetlands Watercourse and</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Kegler, Peter E.	R	11/5/2019	11/4/2025
Cates, Douglas	R	11/5/2019	11/4/2025
Rusch, Sharyn	U	11/3/2021	11/2/2027
Matthies, Scott R.	D	11/3/2021	11/2/2027
Field, Deb	D	11/8/2023	11/6/2029
<u>Inland Wetlands Watercourse and Conservation Commission - Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Jenkins, William	R	1/5/2019	1/4/2025
Walton, Virginia	D	11/3/2021	11/2/2027
Vacant		11/8/2023	11/6/2029
<u>Judge of Probate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
McGrath, Hon. John J.,	D	1/4/2023	1/6/2027
<u>Justice of the Peace</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Alveraz, Diana F.	R	1/4/2021	1/6/2025
Bakken, Margaret	D	1/4/2021	1/6/2025
Boomer, Eugene V., Jr.	R	1/4/2021	1/6/2025
Boomer, Victor N.	R	1/4/2021	1/6/2025
Collins, Jack	D	1/4/2021	1/6/2025
Cox, Diane	D	1/4/2021	1/6/2025
Gunn, Bert D.	D	1/4/2021	1/6/2025
Jenkins, William	R	1/4/2021	1/6/2025
Lambert, Jean	R	1/4/2021	1/6/2025
Lanzit, Rusty	D	1/4/2021	1/6/2025
Stone, Thomas	D	1/4/2021	1/6/2025
<u>Library Board of Trustees</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Haines, Jeanette	D	11/5/2019	11/4/2025

Jenkins, William	R	11/2/2021	11/2/2027
Sanchez, Diane - 2 year vacancy-Cohen, Brain	R	11/2/2021	11/2/2027
Ricklin, Leslie	U (MR=D)	11/7/2023	11/6/2029
Swart, Adele	D	11/7/2023	11/7/2029
<u>Library Board of Trustees - Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Joyce St. Lawrence	R	11/20/2023	11/17/2025
<u>Planning and Zoning Commission</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Fortier, Kenneth P.	R	11/5/2019	11/4/2025
Beer, Eric D.	R	11/5/2019	11/4/2025
Weingart, Helen	D	11/2/2021	11/2/2027
Fiasconaro, Peter	R	11/2/2021	11/2/2027
Godaire, Randy J.	R	11/7/2023	11/6/2029
Garceau, David P.	D	11/7/2023	11/6/2029
Dubitsky, Doug	R	11/7/2023	11/6/2029
<u>Planning and Zoning Commission</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Haines, Peter	D	11/5/2019	11/2/2025
Ireland, William	R	11/2/2021	11/2/2027
Dubos, Robert	D	11/7/2023	11/6/2029
<u>RD 11 Board of Education</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Foster, Stacy	R	7/1/2021	6/30/2024
Smith, Therese M.	D	7/1/2022	6/30/2025
Gillon, Ellen	R	7/1/2023	6/30/2026
<u>Recreation Commission</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Cates, Dan	D	7/1/2022	6/30/2024
Foster, Matthew	R	7/1/2022	6/30/2024
Kraemer, Amie	D	7/1/2022	6/30/2024
Harakaly, Charlie	R	7/1/2023	6/30/2025
Stone, David	R	7/1/2023	6/30/2025
Coogan, Clayton	D	7/1/2023	6/30/2025
Woodward, Joshua	U	7/1/2023	6/30/2025
<u>Registrar of Voters</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Horning-Kane, Gavin - Deputy	D	1/4/2023	1/8/2025
Komuves, Christopher - Registrar	D	1/4/2023	1/8/2025
Boomer, Eugene V., Jr. - Registrar	R	1/4/2023	1/8/2025
Foster, Stacy - Deputy	R	1/4/2023	1/8/2025
<u>Senior Center Board of Directors</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Schein, Irene J.	U	7/1/2022	6/30/2025
Godaire, Janice	D	7/1/2022	6/30/2025
Gillon, Ellen	R	7/1/2022	6/30/2025
Rakos, Shirley	R	7/1/2023	6/30/2026
Linkkila, Carl	U	7/1/2023	6/30/2026
Graves-Hoadland, Robin	D	7/1/2023	6/30/2026
Lewis, Ann	D	7/1/2024	6/30/2027

Gilbert, Dawn	U	7/1/2024	6/30/2027
Gebhardt, Crystal	U	7/1/2024	6/30/2027
<u>Senior Center Board of Directors Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Northrop, Victoria	R	7/1/2023	6/30/2026
St. Lawrence, Joyce	R	7/1/2023	6/30/2026
Ireland, Sally	R	7/1/2023	6/30/2026
<u>Town Clerk-Registrar of Vital Statistics</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Smith, Shari	R	1/1/2024	1/5/2026
<u>Town Treasurer</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Alvarez, Diana F.	R	11/7/2023	11/4/2025
<u>Town Treasurer-Deputy</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Angelina Pearce	R	11/7/2023	11/4/2025
<u>Zoning Board of Appeals</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Kane, Brendan	D	11/5/2019	11/4/2025
Alvarez, Israel	R	11/2/2021	11/2/2027
Rose, William IV	R	11/2/2021	11/2/2027
Jenkins, William	R	11/7/2023	11/6/2029
Gifford, Rosalie	R	11/7/2023	11/6/2029
<u>Zoning Board of Appeals Alternate</u>	<u>Party</u>	<u>Term From</u>	<u>Term To</u>
Tetreault, Paul	R	11/5/2019	11/4/2025
Smith, Therese M.	U	11/2/2021	11/2/2027
Rufini, Jeremiah M.	R	11/7/2023	11/6/2029

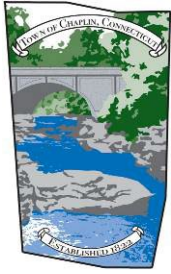
Appointed / Hired Officials:

<u>Administrative Assistant - Selectman's Office</u>		
Susan Welshman		
<u>Animal Control</u>		
NECCOG		
<u>Assessor</u>		
Chandler Rose		
<u>Building Official</u>		
Joe Smith		
<u>Burning Official</u>		
Andrew Daniels		
<u>Department of Public Works, Supervisor</u>		
David Stone		
<u>Director of Health</u>		
Robert Miller, M.P.H., R.S		
<u>Eastern Highlands Health District Representative</u>		
Vacant		
<u>Eastern Regional Tourism District Representative</u>		

Patricia Pogmore
<u>Emergency Preparedness, Director</u>
James Randall
<u>Emergency Preparedness, Deputy</u>
William Hooper
<u>Fiannce Manager</u>
Valerie Garrison
<u>Fire Chief</u>
Joe Pinto
<u>Fire Chief, Deputy</u>
Christopher Bray
<u>Fire Chief, Assistant</u>
Herb Chesters
<u>Fire Department President</u>
Herb Chesters
<u>Fire Marshal</u>
Christopher Bray
<u>Fire Marshal Deputy</u>
Noel Waite
<u>Inland Wetlands Agent</u>
Joseph Theroux
<u>Library Director</u>
Sandra Horning
<u>Municipal Agend for the Elderly</u>
Shirley Rakos
<u>Registrar of Vital Statistics-Subregistrar</u>
Christopher Gremko-Potter Funeral Home
<u>Registrar of Vital Statistics-Subregistrar</u>
John Adamcewicz-Bacon Funeral Home
<u>Sanitarian-Food Inspector</u>
Lynette Swanson, RS
<u>Senior Center Director</u>
Lisa Kegler
<u>Superintendent of Schools</u>
Andrew Skarzynski
<u>Tax Collector</u>
Lisa Madden
<u>Town Committee Chair, Democratic</u>
Michael O'neil
<u>Town Committee Chair, Republican</u>
Rufini, Jeremiah
<u>Tree Warden</u>
David Stone

<u>Veteran Liaison</u>		
Bill Woodbury, "Woody"		
<u>Zoning Officer</u>		
James Gigliotti		

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Town of Chaplin, Connecticut

Incorporated 1822

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www.ChaplinCT.org

CHAPLIN BICENTENNIAL ARBORETUM COMMISSION

Annual Report FY 2023-24

The Bicentennial Arboretum Commission was formally created by ordinance at the 2023 town Meeting to oversee the upkeep of the Arboretum in collaboration with the town's tree warden, who is a permanent member of the Commission.

The goal of establishing a Chaplin Arboretum was to celebrate and provide a legacy of Chaplin's Bicentennial in 2022. Planning for the project began in 2019 with fundraising beginning in April 2020. Since 2020, 58 trees have been planted with 30 of them dedicated in memory of individuals.

As with any new project, more work was required to put in place all the mechanisms necessary to ensure proper ongoing maintenance. Although the Town ordinance only requires 4 seasonal meetings, the commission held 9 meetings to lay the foundation for future work.

The responsibilities of the Commission range from overseeing tree care, replacement as needed, the maintenance of donor plaques, engaging volunteers to ensure the maintenance and health of the trees under the guidance of the Tree Warden.

Ongoing work includes the creation of educational experiences for the public, placing identification tags with QR codes for the trees, and eventually, becoming a nationally accredited Arboretum.

Tasks accomplished this year include establishing the first Chaplin Arbor Day celebration, a worldwide celebration of the importance of planting trees for our environment. Our dedicated volunteers participated in at least 5 work parties for tree maintenance, deer protection, and planting an additional 3 memorial trees. We hosted a display on the September 9, 2023, Chaplin Day. The memorial plaques are prone to weather wear and require placement. Fourteen plaques were replaced this year with 3 new plaques installed.

Expenditures include purchase of BioRush fertilizer, deer fencing, materials for plaque installation, metal stakes for planned tree markers, tools for use by volunteers, replacement trees and a purchase of memorial trees for Chaplin Elementary School. Our budget overage is a result of the reimbursement from the PTO being deposited into the general fund when it was received.

Chaplin Bicentennial Arboretum Commission
Annual Report FY 2023-24

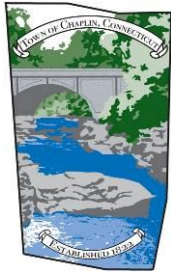
Brief Financial Statement	
Approved Budget	\$2000.00
Additional Appropriations	0
Actual Expenditure	\$2,306.56

Respectfully Submitted,

Helen Weingart, (Chair /Chaplin Bicentennial Arboretum Commission

Leslie Ricklin – Secretary

Dave Stone - Treasurer



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ASSESSORS OFFICE

Annual Report FY 2023-2024

The Office of the Assessor is responsible for discovering, listing, and valuing taxable and exempt real estate and personal property within the corporate limits of the Town of Chaplin. We appraise real estate based on the market value and maintain a “property record card” on every parcel. State Statute governs almost every function and responsibility of the Assessor’s Office and requires us to perform revaluations every five years. Chaplin completed a town wide revaluation for the October 1, 2018 Grand List. The next revaluation is scheduled for the October 1, 2023 Grand List.

I am also responsible for assessing business Personal Property, registered and unregistered motor vehicles. Pursuant to State Statutes, motor vehicles are NOT based on their market value, but solely 100% of the average book value.

The 2022 Grand List indicates 1,242 real property accounts, 225 personal property accounts, and 2,692 registered motor vehicles.

Our office also implements exemption programs for the blind, disabled, elderly, veterans who served during wartime, and disabled veterans. The elderly and disabled programs are income qualified. For more information on exemption programs you may contact me at (860)465-3024. Office hours at the Windham Town Hall Assessor’s Office are MT&W 8:00 a.m. to 5:00 p.m. & Thursday 8:00 a.m. to 7:30 p.m., also by appointment at the Chaplin Town Hall.

Brief Financial Statement	
Approved Budget	\$55,578.67
Additional Appropriations	\$XX.XX
Actual Expenditure	\$55,561.21

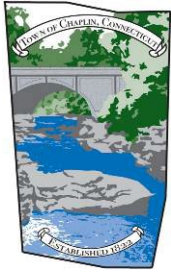
The 2022 Grand List decreased by 2.3% and compares as follows:

	<u>2021 Grand List</u>	<u>2022 Grand List</u>
Real Property:	126,488,560	126,907,160
Motor Vehicle:	22,582,440	24,035,200
Personal Property:	<u>61,704,050</u>	<u>54,983,410</u>
NET GRAND LIST TOTAL:	210,775,050	205,925,770

Respectfully Submitted,

Chandler Rose, Assessor

Chandler Rose, CCMAIL



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BOARD OF ASSESSMENT APPEALS FY 2023-2024

The Board of Assessment Appeals exists to assist residents with questions regarding assessments of their property and related exemptions, be they potential or claimed. Fiscal Year 2023-24 represented a typical year in the Board's function of hearing cases in the Spring (March) and Fall (September). There were no milestones met aside from simply completing its duties, and the Board does not undertake its own projects but rather is responsive to resident's concerns and questions. The related rules and regulations that guide the Board underwent no changes during the fiscal year; details on them can be found at <https://www.chaplinct.org/board.htm?id=rr52920s>.

Note that vehicle assessments are based on the **NADA Guides** (<http://www.nadaguides.com>) and not on other publications such as the Kelley Blue Book.

When making an appeal, please closely follow the form provided and provide as much information as you are able, i.e. purchase/sale documents and/or photos. Doing so helps the Board in its deliberations. Lack of detail or relevant information can make it difficult or even impossible to grant an appeal.

The Board's financial requirements are minimal, consisting primarily of costs related to posting of legal notices and sending registered mail. Specifics for FY 2023-24 are provided below:

Brief Financial Statement	
Approved Budget	\$310.00
Additional Appropriations	\$0
Actual Expenditure	\$245.67

The Board of Assessment Appeals has continued to offer both in person and virtual options to meet with appellants.

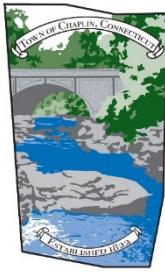
Respectfully Submitted,

Brendan Kane – Chair/Board of Assessment Appeals

Diana Alvarez – Member

Matthew Foster - Member

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495 Phoenixville Road, Chaplin, Connecticut 06235

Telephone: (860) 455-0073

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assistant@chaplinct.org

CHAPLIN AND REGIONAL SCHOOL DISTRICT #11 PUBLIC SCHOOLS

Office of the Superintendent of Schools

304 Parish Hill Road

Chaplin, CT 06235

This year we were unable to purchase any upgrades for the school. We continued to maintain the building and provided instruction to 158 students during the 2023-2024 school year; currently there are 148 students enrolled for the 2024-2025 school year.

We had no rules or regulations that the public should be aware of.

We did have to request additional funds during the school year at the annual town meeting. We had an unexpected out of district special education cost of \$96,266. We continued to keep the Board of Finance up to date with our finances and any unexpected costs that we become aware of.

Brief Financial Statement	
Approved Budget	\$3,984,941.00
Additional Appropriations	\$69,579.18
Actual Expenditure	\$4,054,520.18

Respectfully Submitted,

Andrew Skarzynski
Superintendent

Other Members:

Dr. Jaclyn Chancey Board of Education Chairman

Eugen Boomer Board of Education Vice-Chairman

William Hooper Board of Education Member

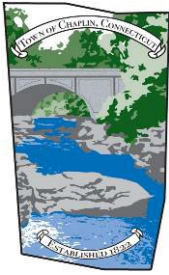
Victor Boomer Board of Education Member

Laura Anderson Board of Education Member

Joseph Klar Board of Education Member

Hayley Tiller-Albert Board of Education Member

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CHAPLIN BOARD OF FINANCE

Annual Report FY 2023-2024

The Chaplin Board of Finance operates under the authority of Connecticut General Statutes Chapter 106, Sections 7-340 to 7-349. The Board meets at the Chaplin Town Hall on the second Monday of the month. If the second Monday is a holiday, a special meeting is scheduled. Additional special meetings are held as necessary. Members of the public are welcome to attend and provide input at board meetings.

This is a six (6) member board with three alternate members; officers are the Chair, Vice Chair, and Secretary. In 2023-2024, all seats were filled. A recording secretary is hired to take minutes which are filed with the Town Clerk

The Board of Finance oversees Town finances, compiles annual budget requests, holds a Public Hearing on these requests, and formally presents a budget at the Annual Town Budget Meeting in May. This year the Annual Town Budget Meeting was held on May 8, 2023. The final budget proposal for FY 2023-2024 was presented and approved for the amount of \$9,647,758. This approved budget was submitted to a Referendum for the Town.

The Chaplin Town Budget Referendum was conducted on May 16, 2023, and the recommended budget was approved. At the Board of Finance meeting held on May 22, 2023, the mill rate was set at 35.50.

Other Board of Finance duties include setting the mill rate, appointing an auditor, and compiling and publishing the Town's Annual Report. Members of the board are volunteers elected by the Chaplin townspeople and receive no compensation for their activities on the board.

This report is divided into three parts: (1) an overview of Chaplin's budgetary performance; (2) a Table showing the Board of Finance's financial operations; and (3) comments on the Town's audit results. See **Attachment 1** of this report.

The Town of Chaplin's Audited General Fund Budget:

For FY 2023-2024, as mentioned above, the Town approved an Expenditure Budget of \$9,647,758 with a mill rate of 35.50. A summary of the audited budget is presented below:

Table 4 - General Fund - Budget Summary

	Final Budget	Actual	Variance
Revenues			
Tax Collector	\$ 7,294,966	\$ 7,457,436	\$ 162,470
Miscellaneous Revenues	55,362	105,463	50,101
Receipts for Town Services	81,485	77,051	(4,434)
State Reimbursements in Lieu of Taxes	195,331	255,090	59,759
State Education Support	1,652,147	1,652,143	(4)
State and Federal Funding	194,900	212,761	17,861
Total Revenues	9,474,191	9,759,944	285,753
Expenditures			
General Government	2,592,165	2,588,006	4,159
Education	7,282,593	7,282,593	-
Total Expenditures	9,874,758	9,870,599	4,159
(Decrease) Increase in Fund Balance	\$ (400,567)	\$ (110,655)	\$ 289,912

Better than expected revenues and lower spending changed a budgeted decrease in fund balance, (budgetary basis), of \$400,567 to an actual decrease of only \$110,655.

Tax collections are generally analyzed by percentages, the most common being the percentage of taxes collected in the current year compared to the current levy. This would indicate what percentage of taxpayers paid their taxes in the year in which they were due. The Town collected 99.31% or \$7,153,095 of its budgeted current year's tax revenues of \$7,202,706. In addition, the Town collected 352.27% or \$193,748 of the \$55,000 budgeted for prior year's taxes. This positive collection rate, combined with the unbudgeted OPM Motor Vehicle Tax grant of \$51,183 accounts for most of the overall positive budgeted revenue variance of \$285,753.


The Board of Finance's Operations:

Brief Financial Statement	
Approved Budget	\$31,331.90
Additional Appropriations	\$5,181.26
Actual Expenditure	\$36,513.16

Town of Chaplin FY 2023-24 Audit Results:

Per Chapter 55b, 4-230 through 4-236 of Connecticut General Statutes, the Town of Chaplin, as a recipient of State funds, must complete a town audit. The audit for FY 2023-2024 was performed by Hoyt, Filippetti & Malaghan, LLC. See Attachment 1 for the results of the audit.

Respectfully Submitted,


Richard G. Weingart, Chairperson

Other Board Members:

Vice Chairperson: Linkesh Diwan

Secretary: Linda Caron

Members:

Victor Boomer

Doug Dubitsky (until November 2024)

Jeremiah Rufini (from November 2024 to present)

William Jenkins

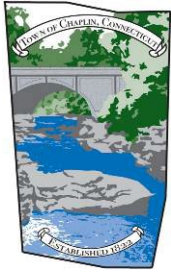
Alternate Members:

Peter Haines

Israel Alvarez

Matthew Foster

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Town of Chaplin, Connecticut

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BOARD OF SELECTMEN

Annual Report FY 2023-2024

The Board of Selectmen hold regular meetings on the first Thursday of the month at 7PM at the Town Hall. The typical agenda includes addressing resignations, appointments, tax refunds, reviewing the monthly reports of various Town departments, hearing a report from the Board of Finance Chair, updates on buildings and infrastructure, and holding an audience for citizens at the beginning and end of the meeting. The Board may approve, and sign contracts as needed for services like mowing and trash collection. Ongoing Capital projects are reviewed, and updated progress report is given by the First Selectman.

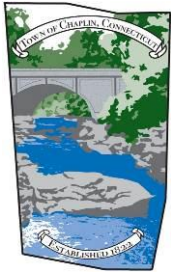
- First Selectman Juan Roman III, Selectman Kenneth Fortier and Selectman Joe Pinto were all re-elected in the November 2024 Municipal Elections for a two-year term.
- The replacement of the England Road Bridge took positive steps forward with the hiring of New England Roads, Inc. (NERI) to perform the construction of the England Road Bridge Replacement Project. Road closures and detours were established in April. Work began in June with an expected completion in the Spring of 2025.
- The Town of Chaplin contracted the professional services of Hoyt, Filippetti & Malaghan, LLC for the Town's yearly audit.
- The Chaplin Town Hall hosted two separate legislative update sessions for residents. Senator Jeff Gordon, Representative Doug Dubitsky and Representative Pat Boyd provided recent and upcoming legislative decisions, heard concerns from residents and answered questions.
- This year, the Town of Chaplin, the Town of Pomfret and the Town of Canterbury began working with the Northeast Connecticut Council of Governments (NECCOG) to explore a new program provided by NECCOG which would provide a shared professional Town Administrator. This is a pilot program and will be the first time in Connecticut's history that such a service will be offered. The exploration of this program as a possibility for the three towns is ongoing.
- The Town of Chaplin contracted the professional services of Athens Micro Technology Services to co-manage the Town Government's cybersecurity and IT needs.
- At a Town Referendum in June of 2024, Chaplin taxpayers voted to discontinue the Resident State Trooper Program in an effort to reduce the Proposed Town Budget for FY 2024-2025.
- The Department of Public Works, under the supervision of Dave Stone, remained very busy this year. Not only do they spend countless hours improving and maintaining Chaplin's infrastructure, but they also commit themselves to continuing education programs and certification classes. The Chaplin DPW completed 365 days of work this past year with no major injury events. The Board of Selectmen are proud of the DPW's safety record. Paving projects consisted of paving the dirt portion of Nyberg Road. Leveling and overlay occurred on Miller Road. The DPW also accomplished the grading of dirt roads as well as routine repairs of all roads including cutting, patching and sealing.

Drainage projects included final outflows with basins and crosscuts installed on England, Tower Hill, Palmer and Marcy Roads. Routine drainage system reclamation with catch basin and outflow cleaning occurred on various roads. The underdrain construction of England Road began.

- The DPW received a new John Deere 5105M tractor with Tiger flail mower in the fall which allowed them to mow brush all winter. A new Freightliner 114SD plow truck with stainless-steel all-season body was received in November. Their 2002 International plow truck had the old body removed and a new flatbed and hard mounted sander were mounted to it. It is now used as a spare plow truck.
- Other DPW projects included: routine sweeping, mowing and edging of all roads. Tree work was performed in house and with contractors. Work on the Senior Center/Library HVAC system is ongoing but the new HVAC system at the Fire Department has been completed. The oversight of the new Fire Pond at the CVFD as well as the oversight of the construction of the England Road Bridge are ongoing.

*Respectfully Submitted,
Juan Roman III
First Selectmen*

*Other Members:
Anthony Pinto, Selectman
Kenneth Fortier, Selectman*



Town of Chaplin, Connecticut

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Town of Chapin Building Department Annual Report FY 2023-2024

The Building Official is responsible for administering the state building code. The Town has contracted with the Town of Windham to perform building official duties. This has allowed the Town to take advantage of a full time official and has provided more options for obtaining permits and scheduling inspections.

Permit fees that are collected for projects in Chaplin are retained by the Town.

Total fees collected by the Town for FY 2023-24 are 31,029, comparable to last year, which was a %70 increase over the two previous years.

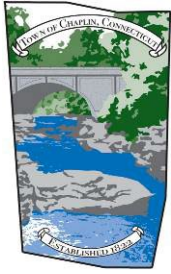
Last year we saw the construction of a new convenience store/gas station and 3 new homes.

Financial Statement	
Approved Budget	23,035.00
Additional Appropriations	0
Actual Expenditure	21,853.00

Respectfully Submitted,

Joseph D. Smith, Building Official for the Town of Windham

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Open Burning Official Annual Report FY 2023-24

January 15, 2025

Report for the Period of July 1, 2023 – June 30, 2024

- **Burn Permits:** 17 open burning permits were filed.
- **Unauthorized Burning Calls:** 22 calls received.
 - Most involved new residents unfamiliar with the State's open burning policy. In these cases, I ensured the fires were safe and compliant, explained the process, assisted with permits, and allowed the burns to proceed.
 - Two residents requested on-site approval for fire pit placement.
 - One brush fire occurred due to an illegal burn, affecting a few acres but was quickly contained.
 - One large illegal burn pile required extinguishment. An additional 400 gallons of water were applied the following day to ensure no rekindling.
- **Ordinance Development:** I am workin on a drafting of a town ordinance to regulate the size and location of fire pits, as no such regulations currently exist.

I exceeded the budget by \$150 due to the need for new permits.

Brief Financial Statement	
Approved Budget	\$1,701.12
Additional Appropriations	\$150.00
Actual Expenditure	\$1,851.12

Respectfully submitted,

Andrew Daniels

Open Burning Official

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Chaplin Economic and Community Development Commission FY 2023-2024

The Chaplin Economic and Community Development Commission is appointed by, and is advisory to, the Board of Selectmen. There are six regular members and three alternates. The Commission meets quarterly on the second Wednesday of the quarter at six thirty PM.

The mission, according to the ordinance establishing the Commission in 2010, and in accordance with State Statute 7-136, is to research economic trends and make recommendations for action to improve conditions as well as encourage and initiate more community activities and involvement.

The Commission has been charged with several strategies from the Town of Chaplin Plan of Conservation and Development (POCD). Firstly, to conduct research and provide advisory support to the Board of Selectmen with the goal of bringing the POCD to fruition. Another notable charge is to offer networking opportunities to home based businesses compatible with the Town's rural/residential character so that resources and opportunities can be shared.

To bolster desired development, the Commission is seeking ways to encourage tourism, agri-business and home-based cottage business.

The Chaplin Economic and Community Development Commission is actively seeking volunteers who are interested in assisting in the continued development of the Town of Chaplin.

Brief Financial Statement	
Approved Budget	\$2,760.00
Additional Appropriations	0
Actual Expenditure	\$2,760.00

Respectfully Submitted,

First Selectman Juan Roman III, Acting Chair

Clint Slowick, Newly Appointed Chair

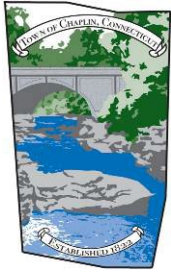
Members:

Pat Pogmore, Co-Chair

Linda Roman

Janine Rose

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EMERGENCY PREPAREDNESS ANNUAL REPORT FY July 2023-June 2024

As a brief overview this state is broken up into five regions. Chaplin is in Region 4, one of forty-two towns and two tribal nations. Our region receives grants that are approved by CEOs and tribal leaders. These grants overlap into the following years.

Attended: monthly and weekly zoom and town meetings at ESF-3(Public Works), ESF-5N(EM), ESF-2(Communications), ESF-17 (Cyber Security), ESF-4 (Fire), REPT

This year:

*Governor's Annual State Exercise (EPPI) Topic – Election Integrity. This exercise focused on activities, discussions and group assessments of scenarios provided by the state. The participants were EMD, Deputy EMD, Selectman, IT person, Registrars, DPW, and a CVFD member.

*Annual Emergency Management Symposium (Niantic Camp Nett) – Region 4 provided rodeo assets and Chaplin's CTSART trailer for display. This was an All-Day Event.

*ESF-5N – New London Church Collapse presentation (Willimantic Fire Training School) Speaker was New London Deputy Fire Chief

*Enbridge Compressor Station (Tower Hill, Chaplin) EMD arranged a tour for CVFD members, Drone pilots and North Windham FD

*Mass Casualty Management Training Workshop (Eastern CT Fire School) – exercise 'Bridge Bombing' multi-departments: EMS, Fire, Police, DPW, PIO (Public Information Officers) all training to work together should any mass casualty disaster occur.

*EMD made an appointment to have the brakes on CTSART trailer repaired by Raymond's Auto. My wife and I emptied the entire contents before it was transported for repairs. Once it was returned, we reloaded the contents with consideration of better weight distribution for better handling when transported to different locations.

* EMD gave Colchester Deputy Fire Chief 10 large/10 small animal cages from the CTSART trailer.

Throughout the course of the year, I continued to replace AED batteries/contacts when and where needed and participated in the quarterly High Band Radio testing and Viking Portable Radio testing. I got in touch with the CES teacher who has been working with the STEP-5 program (Student Tools for Emergency Preparedness). 20 kits were ordered and delivered to her. Worked with the IT person on Smartboard training. This involved pairing the EMD laptop to the Smartboard. Provided sandbags to a town resident for water diversion on property. Contacted Region Coordinator/DEEP to advise a town resident with concerns on aged glassware containing uranium given to her by a family member. She was advised it was safe. Reviewed Parish High School's revisions to their School Security Plan. Continued weekly drone sessions with pilots (as Visual Observer) to practice and learn the Mavic2-Pro Zoom's capabilities, maneuvers and maintenance (battery life, propeller replacements, etc.)

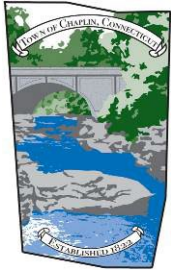
EMERGENCY PREPAREDNESS
ANNUAL REPORT FY July 2023-June 2024

Budget	\$8,712.24
Additional Funds	\$ 373.72
Expenses	\$9,105.96

Deputy Will Hooper worked on updating the Local Operations Plan (LEOP) for the Town of Chaplin.

I would like to thank CERT members and CVFD members, Chaplin Public Works, Deputies EMD Will Hooper, Cale Audette and Chris Bray, First Selectman Juan Roman III, and Susan Welshman. I would also like to thank Valerie Garrison who pays my EMD bills and works with me on line items within the Annual EMPG and Sheila Randall for clerical work.

Respectively submitted,
Jim Randall
Emergency Management Director



Town of Chaplin, Connecticut

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www.ChaplinCT.org

Office of the Fire Marshal Annual Report FY 2023-24

The Office of the Fire Marshal for the Town of Chaplin is committed to working with our community to gain the trust and confidence of our citizens. Enhancing the quality of life in our town by preventing or minimizing injury and the loss of life or property from fires is our priority.

Our office is staffed with a Fire Marshal and two Deputy Fire Marshals. Mandated by the Connecticut General Statutes we are charged to preform various duties. These duties include but are not limited to; inspection of all properties with the exception of one and two-family homes, perform cause and origin investigations for all fires that occur in the Town of Chaplin, and issue permits for hazardous operations such as blasting and commercial fireworks. In FY 2023-24 we conducted eight fire investigations, six code inspections, and three plan reviews.

Brief Financial Statement	
Approved Budget	\$10,226.95
Additional Appropriations	\$0
Actual Expenditure	\$9,489.36

Respectfully Submitted,

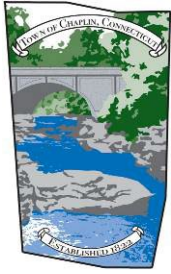
Christopher Bray
Fire Marshal
Town of Chaplin

Office of the Fire Marshal Staff

Deputy Fire Marshal Chris Belantone

Deputy Fire Marshal Noel Waite

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TOWN OF CHAPLIN HISTORIC DISTRICT COMMISSION

Annual Report FY 2023-24

- **Purpose:** To preserve and protect the unique character of Chaplin's Historic District. The Commission seeks to preserve the village's architecture and open space as an early 19th century rural community.

No building or structure within the District, except those parts not open to view from a public street, way, or place shall be erected, altered, restored, moved or demolished until after an application for a **Certificate of Appropriateness (CA)** has been submitted to the Historic District Commission and has been approved by said Commission. The Commission shall hold a public hearing upon each application.

During FY 2023-2024 the Commission conducted three meetings and three public hearings. One hearing was for a CA for installation of roof solar panels at 350 Phoenixville Road. This CA was approved. Another application was for the installation of a picket fence at 28 Chaplin Street. It was also approved. The third hearing was for a CA for the moving of the Chaplin Museum building to the Chaplin Library site. This hearing was continued for two meetings in order to get more information and finally was withdrawn by the applicant (Town of Chaplin).

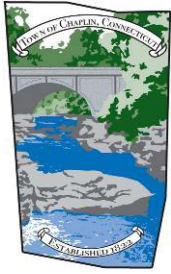
Brief Financial Statement	
Approved Budget	\$761.19
Additional Appropriations	\$601.69
Actual Expenditure	\$166.50

Respectfully Submitted,

Warren Church

Chairman

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Town of Chaplin, Connecticut

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CHAPLIN INLAND WETLANDS AND CONSERVATION COMMISSION

ANNUAL REPORT FY 2023-2024

The Inland Wetlands and Conservation Commission is charged by the Connecticut General Statutes, section 22a-36 through 22a-45 to regulate in or near wetlands and/or watercourses in the Town of Chaplin for the purposes of protecting Chaplin's natural resources. The Commission discharges this obligation by provisions set forth in the Chaplin Inland Wetlands and Watercourses Commission regulations. These regulations require all landowners and their agents who propose activity within 100' of a wetland or watercourse or within 200' of the high-water mark of the Natchaug River to contact the Wetlands Agent, Joe Theroux at 860-428-7992 or email at joetheroux426@comcast.net, for a determination on whether this activity should go before the Commission for a permit. These activities may include, but are not limited to, cutting trees, removal or depositing of material and/or soil, disturbance of the natural drainage, erection of buildings and grading of soil.

Commission Activities

Applications Received	2
Permits Issued	3
Permits Denied	0
Permitted uses as of right	4
Violations	1
Public Hearings	0

Most of our budget goes toward staff salaries, with the remainder going toward office expenses, state mandated legal notices and other housekeeping items. Professional Technical Assistance expenses can include attorney's fees and engineer's fees for peer review. The Town is reimbursed for any peer review expenses through application fees. The Wetlands Agent maintains weekly hours for public assistance and averages between two and six site inspections per week for complaints, inspections for Zoning signoffs, various road drainage issues, compliance inspections for approved wetlands/zoning applications, issuing agent approved applications as well as patrolling the Town for wetlands violations.

A Town Ordinance was passed combining the Inland Wetlands and Conservation Commissions. The Conservation Commission is advisory regarding natural resources and open space land use in town. Compiling a natural resource inventory, overseeing Chaplin's open space, organizing Chaplin Clean-up Day and providing educational programs are among our duties.

FY 2022-2023 Annual Report Chaplin Inland Wetlands and Conservation Commission

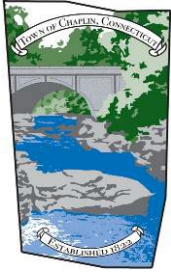
Brief Financial Statement	
Approved Budget	\$19,061.61
Additional Appropriations	\$0.00
Actual Expenditure	\$16,316.78

Respectfully Submitted,



Scott Matthies, Chairman

Pete Kegler, Sharyn Rusch, Doug Cates, Deb Field- alternates- Virginia Walton, Michael Jenkins, Vacancy-
Staff- Joe Theroux- Wetlands Agent, Susan Welshman- Clerk



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Library Board of Trustees Annual Report 2023-2024

The Chaplin Public Library provides the community with a variety of services, materials, resources, and programs. Materials include books, magazines, DVDs, audiobooks, and a growing library of things (for example, ukuleles, disc golf sets, hotspots, and board games). The library also offers free access to ebooks and audiobooks available through the Overdrive digital lending library and the state library's Palace Project. In addition, free or discount passes to state parks and museums, such as the Wadsworth Atheneum and Dinosaur State Park, are available to all patrons.

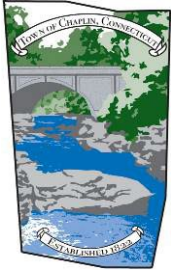
Patrons have access to three public computers, a printer, a scanner, faxing, and Wi-Fi inside and outside the building. Programs for all ages are scheduled throughout the year, and the meeting room is also available for use by Chaplin residents during library hours. Under the Board of Directors' review and direction, the Library Director serves as the administrative officer of the library and oversees use of the meeting room.

The library held a combination of indoor and outdoor events, with a few remaining virtual events during the fiscal year 2023-2024. In addition, curbside service was still available to patrons. The seasonal tent was up through October '23 and again in May for the summer of 2024. Summer and fall events included Summer Reading programs, Cookbook Club, Wednesday Preschool Story Time, Tea Time Book Chat, and, most recently, an Open Mic Poetry night.

The library continued participation in Quiet Corner Reads, and held numerous programs ranging from Solar Eclipse Viewing to an Irish Language Workshop. In February, the library helped launch and celebrate Chaplin resident Penelope Pelizzon's new book of poetry. Thanks to the Friends of the Chaplin Public Library, in March, the library hosted the band Goodbye Irene, with a very large turnout. To honor board member Brian Cohen's passing, in April, the library hosted an opening with music for the Connecticut Pieces for Peace traveling exhibit, which is sponsored by the Curriculum of Hope for a Peaceful World, a CT-based group of women educators who have been promoting peace activities and curriculum worldwide for more than 30 years. The exhibit also honored founder Jeanne Morascini, and displayed Brian Cohen's work.

In June, the Friends of the Chaplin Public Library assisted with the purchase of a Storybook Walk at Garrison Park and passes to more museums, the New Britain Museum of Art, the Slater museum, and the Denison Pequotsepos Nature Center, as well as the purchase of a new bench for the front of the library. The Friends regularly provide refreshments at library events and help with set up and take down. They greatly help to promote the library to the Chaplin community and beyond.

During '23-'24, patron visits increased by close to a thousand people from the previous fiscal year. There were 6,290 patron visits, with 5,183 physical library materials circulated, and 5,829 ebooks and audiobooks circulated. In addition, there were 213 programs, with 2,831 people attending throughout the year.



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Fiscally, the library's budget ended up underbudget by \$33.04. In addition to E-rate funding to help offset internet costs, the director also applied and received a Fiber to the Library Communications grant for \$18,667.00 to improve the library's fiber line and network. The library's HVAC system was replaced, using ARPA funds, in the fall of 2023. It has been an ongoing project and is nearing completion. In June of 2024, with remaining ARPA funds, the library put a new carpet in the meeting room and used funds from the library's maintenance budget to have the room repainted.

Half the members on the board have changed. Long-term chair Victor Boomer resigned and retired, member Diane Cox also retired, and member Brian Cohen's chair became vacant due to his tragic death. We welcomed new members Adele Swart, Diana Alvarez, and Diane Sanchez. Joyce St. Lawrence was recently appointed as the alternate.

Brief Financial Statement	
Approved Budget	\$90,569.51
Additional Appropriations	\$0
Actual Expenditure	\$90,536.47

Respectfully Submitted,

Sandra Horning, Library Director

Leslie Ricklin, Chairman

Jeanette Haines, Vice-Chairman

Diane Alvarez, Member

Diane Sanchez, Member

Adele Swart, Member

William Jenkins, Member

Joyce St. Lawrence, Alternate Member





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CHAPLIN PLANNING & ZONING COMMISSION **ANNUAL REPORT FOR 2023-2024 FISCAL YEAR**

The following is the Annual Report for the Town of Chaplin Planning & Zoning Commission provides a summary of business conducted during the 2023-2024 Fiscal Year. The information provided herein was tabulated by review of all meeting agendas, minutes, applications, permits, reports and other records of business conducted by the Chaplin Planning & Zoning Commission and its authorized agent during the 2023-2024 Fiscal Year (July 1, 2023 through June 30, 2024).

Introduction

The Chaplin Planning & Zoning Commission is enabled by the Connecticut General Statutes (CGS), Chapters 124 & 126 and is guided by CGS Section 8, to oversee all aspects of land use, including the regulation, development, conservation and subdivision of land within the limits of the Town of Chaplin, to ensure the continued protection of the health, safety & welfare of Chaplin's residents & businesses. The Commission exercises this authority through the established provisions and procedures set forth in the Chaplin Zoning Regulations, the Chaplin Subdivision Regulations and the Chaplin Zoning Violation Enforcement Ordinance. In addition to the aforementioned regulatory documents, the Commission utilizes the adopted 2021 Chaplin Plan of Conservation & Development (POCD) as a guide for the decision-making process of land use applications. The 2021 POCD also identifies several long-term & short-term goals for the Planning & Zoning Commission and provides direction how to obtain and/or complete these goals.

Conducted Business

During the 2023-2024 Fiscal Year, The Chaplin Planning & Zoning Commission held ten (10) regularly scheduled meetings, five (5) public hearings and cancelled one (1) regular meeting. The Commission reviewed and/or acted on three (3) special permit applications, one (1) regulation change applications, one (1) site plan application and two (2) unique zoning permits. Additionally, the Planning & Zoning Commission conducted three (3) preliminary, pre-application reviews at the request of applicants.

The Planning & Zoning Commission conducts Public Hearings and Regular meetings, in-person at the Town Hall (or other advertised location). In addition, the commission utilizes an online virtual meeting platform, to offer a remote attendance option for each meeting.

The Chaplin Planning and Zoning Commission's authorized agent, Mr. Jay Gigliotti, Zoning Enforcement Officer, administratively issued fifteen (15) zoning permits for regulated activities: two (2) new single-family residences, five (5) accessory buildings, four (4) decks/pools/additions, one (1) solar installation, two (2) lot line revisions and one (1) sign/ business related permits. In addition, Mr. Gigliotti was able to certify the correct installation of four (4) driveway aprons.

Mr. Gigliotti conducted fifty-nine (59) inspections related to previously issued zoning permits, twenty-seven (27) inspections relating to driveway permits and/or drainage related issues, seventeen (17) on site meetings with applicants, residents and/or property owners, ten (10) inspections for requested zoning compliance and sixty-one (61) inspections/ investigations relating to zoning enforcement in the Fiscal Year 2023-2024. As Chaplin's Zoning Agent, Mr. Gigliotti acts as the Liaison for State and Federal land-use communications and provides technical support/ assistance for the Chaplin Historic District Commission, the Chaplin Zoning Board of Appeals and any necessary Town Planning.

Chaplin Plan of Conservation & Development

The State of Connecticut requires all municipalities to revise their POCDs once every ten (10) years. The Town of Chaplin Planning & Zoning Commission worked with the Northeast Council of Governments to update the POCD and the 2021 update to Chaplin's POCD was adopted on 11/18/2021. During the 2023-2024 Fiscal year, the Commission continued work to implement strategies and goals outlined in 2021 POCD. The Commission focused on rezoning of the Route 6 corridor and revising the zoning regulations to ensure economic development opportunities were maximized. Work on the implementation strategies continues into the 2024-2025 Fiscal Year. The POCD is utilized by the commission, staff and the public, to guide the Town in it's land use making decisions.

Revisions to Chaplin Zoning Regulations

The Planning & Zoning Commission has continued work on revisions to the Zoning Regulations, working with town administration, other boards/ commissions, residents, contractors and other interested parties to identify which revisions should occur. In the 2023-2024 fiscal year, the Chaplin Planning & Zoning Commission completed and adopted revisions of the regulations relating to the business zoning district, a primary objective identified in the 2010 (and 2021) POCD. The commission will continue to work

through the regulations and making revisions that are consistent with the 2021 POCD.

Zoning Enforcement Ordinance

The Zoning Enforcement Ordinance has been fully implemented since its adoption in 2012. The Planning & Zoning Commission has had success in achieving compliance with the zoning regulations, however, several properties remain non-compliant and are accumulating fines. Zoning enforcement matters frequently relate to signage, construction, illegal business activities, accumulated junk and unregistered motor vehicles.

Respectfully Submitted,

Doug Dubitsky, Chairman

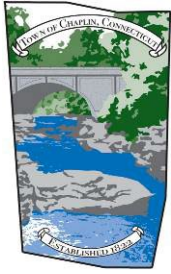
Planning & Zoning Commission Members and Staff

Doug Dubitsky- Chairman	Peter Haines- Alternate
Pietro Fiasconaro-Regular Member	Bill Ireland- Alternate
Eric Beer- Regular Member	Bob Dubos- Alternate
Dave Garceau -Regular Member	
Randy Godaire-Regular Member	Jay Gigliotti- Zoning Enforcement Officer
Ken Fortier -Regular Member-Vice Chairman	Kathy Scott- Recording Clerk
Helen Weingart- Regular Member	

Brief Financial Statement

The Planning and Zoning Commission has an operation budget of approx. \$30,000 facilitating the employment of one (1) part-time Zoning Enforcement Officer and a meeting recording clerk. Aside from the Clerk and the Zoning Enforcement Officer's compensation, the Planning and Zoning Commission budget has line items for advertising, postage, mileage, training and office supplies.

Approved Budget	\$27,753.28
Additional Appropriations	\$2,228.46
Actual Expenditures	\$29,981.74



Town of Chaplin, Connecticut

Incorporated 1822

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www.ChaplinCT.org

Chaplin Recreation Commission Annual Report FY 2023-24

Although dealing with budget cuts and a lack of support from local boards, Chaplin Recreation made it through the fiscal year doing what we do best – “spending money and having fun”. This year certainly proved that the Commission is in need of a paid Director, as noted in the last two decades by suggestion in the Plan of Economic and Community Development. Moving forward, this is a goal that we plan to achieve in order to continue to provide the same exemplary recreational opportunities to our community.

A look at the year in review:

- Sports/Activities provided: Basketball – 8 teams grades 3 through 8, Multiple youth Soccer clinics, Adult Cornhole – 8 leagues per year, Youth Cornhole twice per year held at CES, Gymnastics, Disc Golf, ice skating, Cornhole and Disc Golf tournaments, fishing derby, DEEP learn to fish event.
- Chaplin Day
- Summer concert series and movie nights including the Windham Concert Band and multiple rock, country, and classic rock concerts throughout the summer.
- 4th Annual Halloween at the park with several trunk or treaters, 300-400 in attendance to walk haunted trails with lights and displays.
- “Light’n up Chaplin” holiday light community competition and fundraiser for local charity.
- Town Tag Sale at the park.

Brief Financial Statement	
Approved Budget	\$15,770.00
Additional Appropriations	\$1,011.81
Actual Expenditure	\$16,612.37

Respectfully submitted, Dave Stone – Chairman, Chaplin Recreation Commission

Officers: Shannon Hammond, Monica Arbo, Amie Kreamer

Members: Josh Woodward, Danny Cates, Matt Foster, Clayton Coogan, Pat Pogmore, Charlie Harakaly

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assistant@chaplinct.org

REGISTRAR OF VOTERS

ANNUAL REPORT FY 2023-24

Registrar Responsibilities

The Office of the Registrar of Voters in the State of Connecticut is a position governed by the Connecticut General Statutes and financially supported by the municipality in which the Registrars serve. Registrars work closely with the Office of the Secretary of State developing methods and procedures to ensure the voting rights of citizens and administering all elections based on current election law (i.e. Federal, Municipal, Primaries and Referenda). It is the responsibility of the Registrar of both parties to ensure fair and equitable implementation of all laws.

Duties of the Registrars include:

- Elections: Election preparing, poll worker recruitment and conducting fair and lawful elections.
- Voter Lists: Keeping voter registry lists current by processing weekly voter update applications received via mail, online, or DMV.
- Inactive Voter Canvass: Conducting annual canvasses by sending letters to active registered voters who have not voted in four years and processing the responses to identify inactive voters or those who have moved out of town.
- Registration Sessions: Scheduling and conducting registration sessions.

In 2023, the Connecticut State Legislature approved Early Voting for Municipal, State and Federal Elections and implemented Early Voting in 2024. The first Early Voting session began with the Presidential Preference Primary on April 2, 2024. The duration for the Early Voting was 4 days and was held at the Chaplin Town Hall. The Registrars Office also saw change as Laurel Mayhew, Democratic Registrar, resigned effective April 3, 2024. Per State Statute, the Democratic Deputy Registrar, Christopher Komuves, automatically moved up to become the Democratic Registrar of Voters. In turn, Christopher Komuves appointed Gavin Horning-Kane as the Democratic Deputy Registrar. Eugene Boomer continues to attend required Registrar of Voters Association of Connecticut conferences to maintain his Registrar of Voters certification. Eugene Boomer and Stacy Foster, Republican Deputy Registrar, completed their Election Moderator Recertifications in September 2023.

Financial Statement	
Approved Budget	\$24,362.44
Additional Appropriations	\$1727.28
Actual Expenditure	\$27,085.03

Budget overage was partially due to additional costs related to the Referendums. All expenditures incurred for the April 2nd PPP was paid for by a grant from the Secretary of the State.

Election Participation Details				
Election	Date	Number of Names on Enrollment List	Number of Names Checked as Voting	Percent
Municipal	11/7/2023	1561	1262	80%
Democratic Presidential Preference Primary	4/2/2024	421	54	13%
Republican Presidential Preference Primary	4/2/2024	468	58	12%
District-11 Budget Referendum	5/7/2024	1,525	155	10%
General Government Budget Referendum	5/21/2024	1,523	174	11%
District-11 Budget Referendum	6/18/2024	1,472	173	12%
Resident Trooper Referendum	6/20/2024	1,473	185	13%

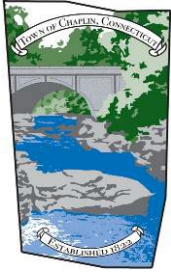
Respectfully Submitted,

Eugene Boomer, Republican Registrar

Stacy Foster, Republican Deputy Registrar

Christopher S. Komuves, Democratic Registrar

Gavin Horning-Kane, Democratic Deputy Registrar



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CHAPLIN SENIOR CENTER

Annual Report FY 2023-24

The Senior Center is open Monday – Wednesday 9:00am-2:00pm and Thursday 8:00am-2:00pm. The mission of the Senior Center is to enrich the lives of our Senior Community through friendship, educational, cultural, physical and social needs. The Senior Center provides programs and services to members 50 years of age and older.

Director: Lisa Kegler

Municipal Agent for the Elderly: Shirley Rakos

Staff Members - Linda Grindle- Asst. Director, Robert Grindle- Cook, Dawn Gilbert - Asst Cook and many dedicated volunteers.

Board of Directors: Irene Schein-Chair, Shirley Rakos - Vice Chair Ann Lewis, Ellen Gillon, Carl Linkkila, Dawn Gilbert, Victoria Northrop, Robin Hoagland, Crystal Gebhardt, Joyce St.Lawrence, Sally Ireland and Janice Godaire

The Center had another successful year and our membership continues to grow. We currently have 407 registered members. We offer many programs such as exercise classes three times a week, Yoga, Wii Bowling, Bingo, Line Dancing once a week, Mahjongg weekly and a Memoir Group once a week along with Mexican Train once a month. Pickleball is offered twice a week year round in the community room and still remains very popular. We still have a Saturday morning walking club which continues to attract more members each week. We offered a variety of entertainment to our members, which included an afternoon of jazz by the Dixie Cats, a demonstration on harvesting and preserving the bounty from our gardens, plant and seed swap under the tent, animal assisted therapy and a book talk and signing by the author of Pearls from Carol. With funds from our special revenue account we treated 75 members to a bus trip to Indian Ranch in Webster MA for a 90 min. narrated paddleboat tour of the lake followed by a lovely lunch overlooking the water. We held our first annual Chili Challenge complete with prizes for the top three winners, which was a great success hosting 25 contestants and 80 taste testers. Our artist of the month program continues to be very popular bringing in people from the community to enjoy new artwork each month.

Our weekly lunches that are offered curbside pick up or dine in every Monday and Wednesday are still extremely popular. We offer made from scratch, nutritious meals to our community at a minimal price of only \$6.00. On average we serve a minimum of 70 meals every Monday and Wednesday for a total of at least 140 meals a week. We also have an annual Potluck Picnic, which is very well attended in August each year under the tent along with entertainment. Another thing we offer is a Thursday morning breakfast club, where members can bring breakfast items to share and sit and visit.

We had a very successful flu shot clinic in October. We also offer massage therapy three times a month and hair care once a month to our members. For the convenience of the Chaplin residents, we had the tax collector at the center in July and January to collect tax payments.

We continued to offer educational and informative programs, which included Medicare Educational Benefit Presentations, a presentation by WRTD Dial-A-Ride. The Health Department came to educate us about tick-borne disease & prevention. We ran a few very successful and profitable fundraisers. We offer a Country Breakfast the Wednesday before Thanksgiving which is always very popular, and our annual Plant and Grinder Sale in May which is our biggest fundraiser for the year and a huge success.

With funds from our special revenue account we purchased a few round tables for Mexican train and game playing. We also purchased a couple of EZ-Up tents for our outdoor activities such as our booth at Chaplin Day where we ran a dunking booth along with the Library. Also with funds from our special revenue account we had the carpets cleaned and additional outlets installed in our multi function room.

Forms of outreach include a monthly newsletter by mail and now on Google Groups. We have created a Facebook page which we continually update with the different programs and activities we have to offer.

One thing we were able to do with funds from our general fund maintenance budget was to replace all 8 of our toilets in the bathrooms with pressure assist complete ADA handicap toilets. The twenty year old residential ones we had were not holding up to the constant use and always in need of repair.

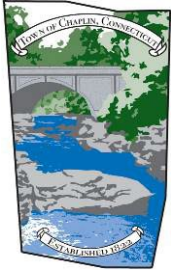
I would like to thank the residents of Chaplin for their continued support and look forward to an exciting year to come!

Brief Financial Statement	
Approved Budget	83,784.69
Additional Appropriations	.00
Actual Expenditure	81,735.46

Respectfully Submitted,

Lisa Kegler

Director



Town of Chaplin, Connecticut

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REVENUE (TAX) OFFICE

Annual Report FY 2023-24

The Revenue Collector's Office bills, collects, processes, and safeguards the Town's tax receipts. The office maintains balanced records of all accounts and forwards to the town Treasurer for accuracy and confirmation. Our office also files required state reports and works with the Assessor on reports state mandated in conjunction with both departments.

The Town of Chaplin collects taxes semi-annually. This year's tax bills were mailed at the end of June 2023. For real estate and personal property bills over \$100.00, the first installment was due July 1, 2023, and the second installment was due January 1, 2024. Motor vehicle bills were due in one installment on July 1st. For vehicles registered after October 1, 2022, motor vehicle supplemental bills were mailed in December and due January 1, 2024.

HOW YOUR TAX BILL IS COMPUTED:

Grand Levy: The total amount of money that must be raised by the property tax to meet Town expenses during the ensuing year.

Grand List: An official listing of the assessed value of all taxable property in Town. This is compiled each October 1, by the Assessor.

Tax Rate: Grand Levy divided by Grand List (Usually expressed in terms of "mills")

Mill: one thousandth of a dollar (.001).

The mill rate for the 2022 Grand List, or this fiscal year (23-24) is 35.5 for Real Estate & Personal Property. The Motor Vehicle mill rate is at the State cap of 32.46.

A taxpayer's bill is determined by multiplying the net assessed value of taxable property owned by the taxpayer, times the mill rate established for the entire town.

Chaplin tax bills and records can be accessed through the Town website, www.chaplinct.org and click on "[CLICK HERE TO PAY YOUR TAXES ONLINE](#)" on the home page. There is a feature to obtain the previous year to file your income taxes as well. You will also find this information at <https://windhamct.gov/199/Revenue-Office>.

For the fiscal year ending June 30, 2024, Chaplin collected \$7,467,353 in tax revenues to a budget of \$7,287,706, or 102.47% of budget. The overage of \$179,647 this fiscal year is a direct result of improved collection methods in the Windham Office, and following up on last year's shortfall. For this past fiscal year, we updated the credit card payment system, installed check scanners, hired a new collection agency and had a Tax Sale in April 2024.

	<u>Actual \$</u>	<u>Budget \$</u>
Current Taxes	\$7,161,369	\$7,202,706
Prior Taxes	\$193,552	\$55,000
Interest & Liens	\$112,433	\$30,000

In conclusion, our office is excited for the upcoming year. We believe continued operational efficiencies will increase collections and Chaplin's cash flow.

Respectfully Submitted,

Lisa A Madden, CCMC
Regional Revenue Collector

Other Members:

Amanda Tashea
Rechal Dominguez
Densie Rodriguez

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Website: chaplinct.org

Email: townclerk@chaplinct.org



Office of the Town Clerk and Registrar of Vital Statistics Annual Report 2023-2024

The Town Clerk is charged with serving the Town on a nonpartisan basis and has an array of responsibilities. Included in these responsibilities are recording land records, survey maps, military discharge records, trade name certificates, birth, marriage and death certificates, maintaining board and commission memberships and meeting dates, posting agendas and minutes, applying for a yearly historic document preservation grant, acting as clerk for annual and special town meetings, publishing legal notices, preparing for state and municipal elections, primaries and referenda, issuing absentee, military and overseas ballots, receiving campaign finance filings, publishing ordinances, issuing dog licenses, liquor permits, administering oath of office, justice of the peace certificates, notary public renewals, complying with Freedom of Information requests, keeping current with legislative changes that affect the Clerk's office and training staff.

During the fiscal year of July 1, 2023 to June 30, 2024 the office of the Town Clerk recorded 404 land records. The total income generated from recording these documents was \$ 38,066.50. Of these land records, 35 were property transfers which resulted in \$ 6,051,000.00 in real property sold in Chaplin and \$15,127.50 received from town conveyance taxes. Most of the recorded land records were in the form of warranty deeds, quitclaim deeds, mortgages, liens and probate certificates.

This year absentee ballots were issued for the 2023 Municipal Election, the Annual Town Budget referenda, the Region District 11 referenda and the April 2024 Presidential Preference primary. In 2023, the Connecticut Legislature passed Public Act 23-5 which is known as the Early Voting Act. The act allows voters to vote before election day, in person for state and municipal general elections, special elections and primaries. The Presidential Preference Primary in April of 2024 was the first time that Chaplin implemented early voting procedures.

Each year the Town Clerk attends two conferences for continuing education. Among this year's presenters were Disability Rights Connecticut, Department of Public Health, Secretary of the State and the Secretary of the State – Elections Division, State Election Enforcement Commission, Department of Homeland Security, State Public Records Administrator, State Library and Freedom of Information Commission.

Approved Budget	\$66,780.08
Additional Appropriations	1,412.95
Actual Expenditure	\$68,193.03

I would like to thank the residents of Chaplin for allowing me to be your Town Clerk. It has been a pleasure to serve you, and I look forward to the coming year!

Best regards,

Shari Smith, Chaplin Town Clerk

Report of the Chaplin Registrar of Vital Statistics

Vital Statistics

July 1, 2023– June 30, 2024

Births

21

MARRIAGES

In Town = 9

Out of Town = 10

DEATHS

In Town = 14

Out of Town = 15



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assistant@chaplinct.org

CHAPLIN TOWN TREASURER ANNUAL REPORT 2023-2024

Town Treasurer Annual Report 2023 -2024 The Office of the Treasurer is responsible for the depositing of town funds and funds transfers for the Town of Chaplin. Responsible for taking deposit funds to the bank weekly/Daily of needed. Accounts handled, but not limited to the General Fund, Senior Center, Recreation Department, Library and Capital Improvement Fund. The treasurer is responsible for signing all checks for payment including payables and payroll for the Town of Chaplin, Chaplin Elementary School, and the Parish Hill Junior/Senior High School and responsible for Investment of the Town funds.

Account Balances Period Ending June 30, 2024

Operation & Investment Accounts:

Operating Checking - Webster Bank	\$ 200,228.00
Operating Checking -Berkshire Bank	\$ 200,870.00
Webster Investments	\$ 2,670.00
State of CT STIF Investments	\$ 1,563,109.00
Revenue Collection Accounts Combined	\$ 60,487.00
American Rescue Plan Account	\$ 22,736.00

Special Revenue Accounts:

Public Library – Berkshire	\$ 33,032.00
Recreation -Berkshire	\$ 8,779.00
Senior Center – Berkshire	\$ 48,568.00

Capital Improvement Account:

Berkshire Bank	\$ 880,223.00
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Town Hall hours are Monday, Wednesday & Thursday 9 am to 3 pm and Tuesday 1 pm to 7 pm, Closed on Friday.

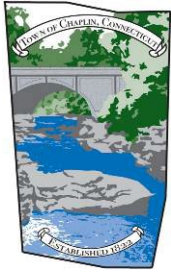
The treasure is also available outside the Town Hall hours for Notary and Justice of the Peace Services.

Brief Financial Statement

Approved Budget	\$ 9,474,191.00
Actual Expenditure	\$ 9,759,944.00
Variance	\$ 285,753.00

Respectfully Submitted,
Diana F. Alvarez
Chaplin Town Treasurer

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www.ChaplinCT.org

Tree Warden Annual Report FY 2023-24

Two full seasonal inspections were performed with and without leaf set for the fiscal year. Eversource performed light maintenance trimming to almost the entire town along with some noted removals and minimal permission obstacles.

A new task for the Tree Warden is to, by ordinance, be a member of the Chaplin Bicentennial Arboretum Commission to oversee the proper care and planting of the 60 municipally owned trees now at the park. A task which is a welcomed change from managing roadside trees.

Ash mortality has slowly decreased. Although we have some remaining that show no symptoms, we continue our efforts to catch up with their removals. As we near completion of tending to Ash decline, we have begun returning to routine removals and trimming that have been noted since before the onset of spongy moth. After quite some time, now in 2024 we are starting to get to noted issues that were first recorded up to 8 years ago. The current tree removal budgets in the general fund and CIP totaling \$44,000 annually, seem to suffice on the minimal end of tolerances. To obtain long term financial reductions for tree related issues, investing in equipment and doing more work in-house should be something to strongly consider.

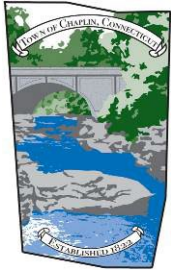
Brief Financial Statement	
Approved Budget	\$1971.12
Additional Appropriations	\$60.00
Actual Expenditure	\$2031.12

Additional appropriation required due to increase of dues.

Respectfully Submitted,

Dave Stone, Tree Warden

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Chaplin Volunteer Fire Department Annual Report FY 2023-24

Report for period of July 1, 2023, through June 30, 2024

- Total of 293 calls.
 - 52 Fire or fire related service calls.
 - 22 Motor Vehicle Accidents
 - 219 Medical calls.
- The Chaplin Volunteer Fire Department purchased several pieces of new equipment:
 - New hard suction hose
 - Radios and Chargers.
 - A new AED
 - Tools for our new truck.
- Our First Responders continue to have a good working relationship with the Willimantic Fire Department. The Willimantic Fire Department handles the town's ambulance transports to the hospital.
- We want to assure our community that we take our budget and financial responsibilities very seriously. Every dollar trusted to us is carefully managed and allocated to assure the safety and well-being of our residence. We are committed to transparency and efficiency, using our resources to provide the highest level of service while respecting the trust you place in us.

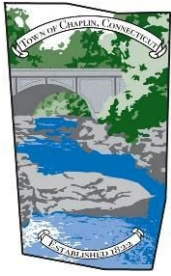
Brief Financial Statement	
Approved Budget	\$103,335.81
Additional Appropriations	0.00
Actual Expenditure	\$103,335.81

Respectfully Submitted,

Joe Pinto

Chief, C.V.F.D.

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Chaplin Zoning Board of Appeals Annual Report FY 2023-2024

The ZBA has the power to hear and decide appeals from decisions of the ZEO and to grant variances from the application of zoning regulations. The variance power is limited to extraordinary situations and must be in harmony with the general purpose and intent of the zoning regulation. Zoning variances run with the land and once granted, they do not expire when a parcel is sold or transferred.

The duties of the Zoning Board of Appeals are set forth in the Connecticut General Statutes, Chapter 124, Section 8-6

The ZBA held three meetings in the 2023–2024 Fiscal Year. We received one application for a variance for #169 Willimantic Road, and at a separate meeting held a public hearing, the variance was approved.

At our December meeting we elected officers for the calendar year 2023-2024, approved our meeting schedule and the 2023-2024 FY budget. At that meeting, we elected William H. Rose IV Chairman, Israel Alvarez Vice-chairman, and Therese Smith Secretary.

Our FY 2023-2024 budget was \$1633.00, of which, we spent a total of \$436.08. Legal notices were the major expense at \$282.96 and clerical hire was \$153.12. The Zoning Board of Appeals schedules regular meetings on the 4th Wednesday of the month in the Chaplin Library conference room at 7:00 P.M. The meeting dates may be adjusted to the third Wednesday of November and December for the holidays.

Financial Statement

Approved Budget	\$1633.00
Additional Appropriations	\$0.00
Actual Expenditure	\$436.08

Respectfully Submitted,

William Rose IV (R) - Chairman-Term End: 11/02/2027

Israel Alvarez (R) - Vice-Chairman End:-11/02/2027

William Jenkins (R) - Member-Term End: 11/06/2029

Therese Smith (U) - Alternate Term-End: 11/02/2027

Rosalie Gifford (R) - Member Term-End: 11/06/2029

Brendan Kane (D) - Member Term End:-11/04/2025

Jeremiah Rufini (R) - Alternate Term End: 11/06/2029

Paul Tetreault (R) - Alternate Term End:-11/04/2025

List of External Reports Included Herein by Reference

Auditors Report for the Town of Chaplin

Per §4230 and §4236 of the Connecticut General Statutes, Chaplin as a recipient of State funds must complete a Town audit. This year the audit was performed by Hoyt, Filippetti & Malaghan LLC.

The following agencies are external to the Town of Chaplin. Their Annual Reports are included in the Town of Chaplin Annual Report by reference and may be found on file at the Chaplin Town Hall or with the respective agency.

Audited financial statements from these external agencies can be examined upon request to the agency and may also be found online through the CT Office of Policy Management's Electronic Audit Reporting System (CT EARS).

Eastern Highlands Health District (EHHD)

Membership in EHHD provides Chaplin with shared services including:

- Emergency Preparedness

- Environmental Programs

- Communicable Disease Surveillance & Control

For a complete list, please see the EHHD Annual Report

Northeastern Connecticut Council of Governments (NECCOG)

Membership in NECCOG provides Chaplin with shared services including:

- Paramedic Intercept

- Animal Services

- Geographic Information Services (GIS)

For a complete list, please see the NECCOG Annual Report

Regional District 11/ Parish Hill High School

The Annual Report from Regional District 11 is prepared and published separately from Chaplin's annual report.

Central Office

The Annual Report from the Central Office is prepared and published separately from Chaplin's annual report.

The Central Office is a body which provides certain shared services to the Chaplin Elementary School and Regional District 11/ Parish Hill High School. The Central Office includes the Office of the Superintendent of Education and is funded through expenditure budget line items in both the Chaplin Board of Education's budget and the Regional District 11 budget.

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INDEPENDENT AUDITORS' REPORT

To the Board of Finance
Town of Chaplin, Connecticut

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Chaplin, Connecticut (the "Town") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town, as of June 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal

control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis (pages 4-10), budgetary comparison information (pages 48-49), The Connecticut Teachers Retirement System schedule (page 50), and other post-employment benefit schedules (pages 51-52), be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The combining financial statements, supplementary schedule, Report of the Property Tax Collector, the Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and the Schedule of Expenditures of State Financial Assistance as required by the Connecticut Single Audit Act are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining financial statements, supplementary schedule, Report of the

Property Tax Collector, the Schedule of Expenditures of Federal Awards, and the Schedule of Expenditures of State Financial Assistance are fairly stated, in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 17, 2025, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Hoyt, Filippetti & Malaghan, LLC

Groton, Connecticut

January 17, 2025