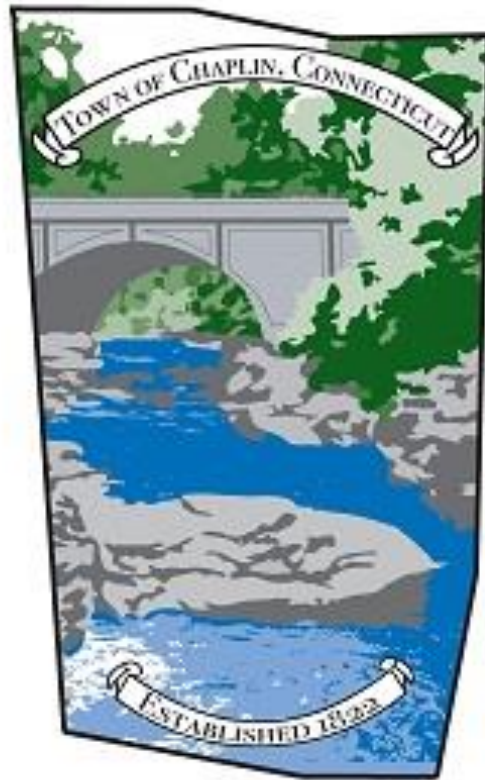


# *Town of Chaplin*



**Annual Report  
2022-2023**

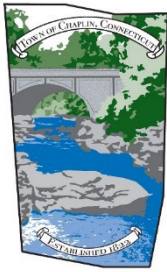
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**TOWN OF CHAPLIN**  
**Annual Report**  
**July 1, 2022 through June 30, 2023**

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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

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March 1, 2024

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  
Doug Dubitsky  
William Jenkins  
Victor Boomer*

*Susan Welshman, Administrative Assistant to the  
First Selectman  
Valerie Garrison, Finance Manager  
Shari Smith, Chaplin Town Clerk*

*Alternates:*

*Matthew Foster  
Peter Haines  
Israel Alvarez*

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<b>Boards / Commissions / Committies</b>			
<b><u>Bicentennial Arboretum Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Stone, David	R	6/1/2023	5/31/2024
Ricklin, Leslie	U	6/1/2023	5/31/2025
Weingart, Helen	D	6/1/2023	5/31/2026
<b><u>Board of Assessment Appeals</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Alvarez, Diana F.	R	11/7/2023	11/2/2027
Foster, Matthew	R	11/2/2021	11/4/2025
Kane, Brendan	D	11/2/2021	11/4/2025
<b><u>Board of Education</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Boomer, Eugene V., Jr.	R	11/7/2023	11/2/2027
Boomer, Victor N.	R	11/7/2023	11/2/2027
Chancey, Jaclyn	D	11/7/2023	11/2/2027
Hooper, William	D	11/7/2023	11/2/2027
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
<b><u>Board of Finance</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Rufini, Jeremiah M.	R	11/7/2023	11/6/2029
Diwan, Linkesh	U (MR=D)	11/7/2023	11/6/2029
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
<b><u>Board of Fianance Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Foster, Matthew	R	11/7/2023	11/6/2029
Haines, Peter	D	11/5/2019	11/4/2025
Alvarez, Israel	R	11/2/2021	11/2/2027
<b><u>Board of Selectmen</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Roman, Juan III - First Selectman	R	11/7/2023	11/4/2025
Pinto, Joe - Selectman	D	11/7/2023	11/4/2025
Fortier, Kenneth P. - Selectman	R	11/7/2023	11/4/2025
<b><u>Economic and Community Development</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Roman, Juan III	R	2/2/2021	2/1/2024
Roman, Linda	R	2/2/2022	2/1/2025
Slowik, Clint	U	2/2/2022	2/1/2025
Pogmore, Patricia	U	2/2/2023	2/1/2026
Rose, Janine	U	2/2/2023	2/1/2026
Vacant	R	2/2/2020	2/1/2023
Vacant		2/2/2021	2/1/2024
Vacant		2/2/2022	2/1/2025

<b><u>Historic District Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Peifer, Paul	R	9/1/2023	8/31/2028
Vacant		9/1/2019	8/31/2024
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
<b><u>Historic District Commission Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Ricklin, Leslie	U	9/1/2020	8/31/2025
Vacant		9/1/2021	8/31/2026
Rose, William H., IV	R	9/1/2022	8/31/2027
<b><u>Inland Wetlands Watercourse and</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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
<b><u>Inland Wetlands Watercourse and</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Jenkins, Michael R.	R	11/5/2019	11/4/2025
Vacant		11/5/2019	11/4/2025
Walton, Virginia	D	11/3/2021	11/2/2027
<b><u>Judge of Probate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
McGrath, Hon. John J., Jr.	D	1/4/2023	1/6/2027
<b><u>Justice of the Peace</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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
<b><u>Library Board of Trustees</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Ricklin, Leslie	U (MR=D)	11/7/2023	11/6/2029
Swart, Adele	D	11/7/2023	11/6/2029
Haines, Jeanette	D	11/5/2019	11/4/2025
Boomer, Victor N.	R	11/5/2019	11/4/2025
Jenkins, William	R	11/2/2021	11/2/2027
Vacant			
<b><u>Library Board of Trustees - Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>



Sanchez, Diane	D	11/20/2023	11/17/2025
<b><u>Planning and Zoning Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
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
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
<b><u>Planning and Zoning Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Dubos, Robert	D	11/7/2023	11/6/2029
Peter Haines	D	11/5/2019	11/2/2025
Ireland, William	R	11/2/2021	11/2/2027
<b><u>RD 11 Board of Education</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Gillon, Ellen	R	7/1/2023	6/30/2026
Foster, Stacy	R	7/1/2021	6/30/2024
Smith, Therese M.	U	7/1/2022	6/30/2025
<b><u>Recreation Commission</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Cates, Dan	D	7/1/2022	6/30/2024
Coogan, Clayton	U	7/1/2022	6/30/2024
Foster, Matthew	R	7/1/2022	6/30/2024
Kraemer, Amie	D	7/1/2022	6/30/2024
Pogmore, Patricia	U	7/1/2022	6/30/2024
Arbo, Monica	U	7/1/2023	6/30/2025
Hammond, Shannon	R	7/1/2023	6/30/2025
Vacant		7/1/2023	6/30/2025
Stone, David	R	7/1/2023	6/30/2025
Woodward, Joshua	U	7/1/2023	6/30/2025
<b><u>Registrar of Voters</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Hooper, William - Deputy	D	1/4/2023	1/8/2025
Mayhew, Laurel - 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
<b><u>Senior Center Board of Directors</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Lewis, Ann	D	7/1/2021	6/30/2024
Gilbert, Dawn	U	7/1/2021	6/30/2024
Gebhardt, Crystal	U	7/1/2021	6/30/2024
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
Graves-Hoadland, Robin	D	7/1/2023	6/30/2026
Rakos, Shirley	R	7/1/2023	6/30/2026
Linkkila, Carl	U	7/1/2023	6/30/2026

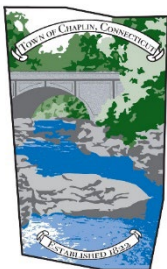
<b><u>Senior Center Board of Directors Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Vacant		7/1/2020	6/30/2023
Northrop, Victoria	R	7/1/2023	6/30/2026
St. Lawrence, Joyce	R	7/1/2023	6/30/2026
<b><u>Town Clerk-Registrar of Vital Statistics</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Smith, Shari	R	11/7/2023	11/4/2025
<b><u>Town Clerk-Assistant</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Johanna Wolfe	R	11/7/2023	11/4/2025
<b><u>Town Treasurer</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Alvarez, Diana F.	R	11/7/2023	11/4/2025
<b><u>Town Treasurer-Deputy</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Angelina Pearce	R	11/7/2023	11/4/2025
<b><u>Zoning Board of Appeals</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Gifford, Rosalie	R	11/7/2023	11/6/2029
Jenkins, William	R	11/7/2023	11/6/2029
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
<b><u>Zoning Board of Appeals Alternate</u></b>	<b><u>Party</u></b>	<b><u>Term From</u></b>	<b><u>Term To</u></b>
Rufini, Jeremiah M.	R	11/7/2023	11/6/2029
Tetreault, Paul	R	11/5/2019	11/4/2025
Smith, Therese M.	U	11/2/2021	11/2/2027

**Appointed Officials:**

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

<b><u>Emergency Preparedness, Director</u></b>		
James Randall		
<b><u>Emergency Preparedness, Deputy</u></b>		
William Hooper		
<b><u>Finance Manager</u></b>		
Valerie Garrison		
<b><u>Fire Chief</u></b>		
Joe Pinto		
<b><u>Fire Chief, Deputy</u></b>		
Christopher Bray		
Fire Chief, Assistant		
Herb Chesters		
<b><u>Fire Department President</u></b>		
Herb Chesters		
<b><u>Fire Marshal</u></b>		
Christopher Bray		
<b><u>Fire Marshal Deputy</u></b>		
Christopher Bellatone		
<b><u>First Selectman</u></b>		
Juan Roman, III		
<b><u>Inland Wetlands Agent</u></b>		
Joseph Theroux		
<b><u>Library Director</u></b>		
Sandra Horning		
<b><u>Municipal Agent for the Elderly</u></b>		
Shirley Rakos		
<b><u>Office Clerk</u></b>		
Johanna Wolfe		
<b><u>Registrar of Vital Statistics-Subregistrar</u></b>		
Christopher Gremko-Potter Funeral Home		
<b><u>Registrar of Vital Statistics-Subregistrar</u></b>		
John Adamcewicz-Bacon Funeral Home		
<b><u>Sanitarian-Food Inspector</u></b>		
Lynette Swanson, RS		
<b><u>Senior Center Director</u></b>		
Lisa Kegler		
<b><u>Superintendent of Schools</u></b>		
James Connolly (Interim)		
<b><u>Tax Collector</u></b>		
Lisa Madden		
<b><u>Town Committee Chair, Democratic</u></b>		
Michael O' Neil		
<b><u>Town Committee Chair, Republican</u></b>		

Rufini, Jeremiah M.		
<b><u>Tree Warden</u></b>		
David Stone		
<b><u>Veteran Liaison</u></b>		
Bill Woodbury, "Woody"		
<b><u>Zoning Officer</u></b>		
James Gigliotti		



# Town of Chaplin, Connecticut

Incorporated 1822  
495 Phoenixville Road, Chaplin, Connecticut 06235  
Telephone: (860) 455-0073 Fax: (860) 455-0027  
assistant@chaplinct.org

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## Ad Hoc Chaplin Bicentennial Committee

### Annual Report Continued for FY 2022-2023

### Addenda Focusing on January 1, 2023-June 30, 2023

#### Summary from 2022-2023 Annual Report:

*This year's celebration with its many events could not have taken place or been so successful without the enthusiastic support of all parties in Chaplin. The Town Hall staff headed by the First Selectman, Juan Roman and the Department of Public Works, headed by Dave Stone deserve particular recognition for all that they did throughout the year but especially on September 10. The Bicentennial Committee's goals: to highlight Chaplin's history and to involve as many people and organizations as possible to make this truly a town celebration, were achieved.*

#### Next Steps—Preservation:

With the 2023 year, the Bicentennial Committee convened to evaluate the previous year's experiences and to plan how to preserve and record them. Members decided to appoint a sub-committee to oversee this project. These included: Leslie Ricklin, chair, Warren Church, vice-chair, Dick Weingart, treasurer, and Sandra Horning, library director. These four were tasked to plan the content of the Bicentennial Archive and how it would be gathered, stored, and accessed by future residents and/or researchers.

They first created an outline of "collections" which included all the events of the Bicentennial. An archive of photographs, videos, and narrative would be collected around these topics and then uploaded to the Connecticut Digital Archive (CDA) at the University of Connecticut. To do this technical collecting and organizing, the sub-committee hired Thomas Rowntree, a graduate from Eastern Connecticut State University in Digital Design. With the assistance of sub-committee members, who would identify people in videos and photographs, Thomas would create spreadsheets of these events and upload them to the CDA. This has been a slow process and, to date, about a third of this work has been completed.

#### Financial Report:

There is no cost for uploading the archive to the Connecticut Digital Archive.

The sub-committee agreed to pay Thomas Rowntree \$25.00 an hour. Thus far, he has worked 25 hours for \$625.00 using funds left in the Bicentennial budget.

This work is intended to create a permanent archive of Chaplin's Bicentennial that would be available for viewing by not only Connecticut residents but also by those beyond our borders.

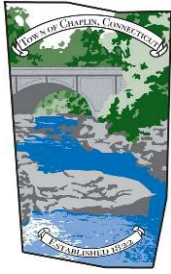
Respectfully submitted,

Leslie Ricklin, Chair

Warren Church, Vice-Chair

Dick Weingart, Treasurer

Sandra Horning, Library Director



**Town of Chaplin, Connecticut**

*Incorporated 1822*

495 Phoenixville Road, Chaplin, Connecticut 06235

Phone: (860) 455-0073; Fax: (860) 455-0027

www.ChaplinCT.org

**ASSESSORS OFFICE  
Annual Report FY 2022-23**

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 2021 Grand List indicates 1,242 real property accounts, 229 personal property accounts, and 2,614 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., by appointment.

Brief Financial Statement	
Approved Budget	\$62,181
Additional Appropriations	\$XX.XX
Actual Expenditure	\$62,181

*\*These figures may not have been audited by the time of this publication.*

The 2021 Grand List increased by .43% and compares as follows:

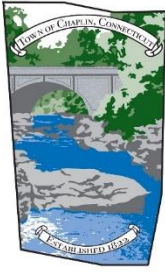
	<u>2020 Grand List</u>	<u>2021 Grand List</u>
Real Property:	125,968,260	126,488,560
Motor Vehicle:	18,594,520	22,582,440
Personal Property:	<u>65,307,410</u>	<u>61,704,050</u>
NET GRAND LIST TOTAL:	209,870,190	210,775,050

Respectfully Submitted,

*Chandler Rose, Assessor*

Chandler Rose, CCMAII





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assistant@chaplinct.org

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## BOARD OF ASSESSMENT APPEALS Annual Report FY 2022-23

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 2021 - 2022 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 residents' 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 through the town website 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 Kelley Blue Book. When making an appeal, please follow closely 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, and 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 cost related to posting of legal notices and sending registered mail. Specifics for FY 2022 – 23 are provided below:

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### *Brief Financial Statement\**

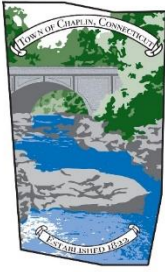
Approved Budget	\$310.00
Additional Appropriations	\$ 0
Actual Expenditure	\$245.67
Budget Balance	\$ 64.33

\*These figures may have not been audited by the time of this publication.

As with all Town boards, committees and commissions, the Board of Assessment Appeals has had to contend with the challenges posed by COVID-19. Specifically, the Board has continued to offer both in person and virtual options for meeting with appellants.

Respectfully Submitted,  
Brendan Kane – (Chair/Board of Assessment Appeals)  
Diana Alvarez – Member  
Matthew Foster – Member

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assistant@chaplinct.org

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## **CHAPLIN AND REGIONAL SCHOOL DISTRICT #11 PUBLIC SCHOOLS**

*Office of the Superintendent of Schools*  
304 Parish Hill Road  
Chaplin, CT 06235

We purchased some updated technology for the students of Chaplin Elementary. We purchased Smart Boards for the classrooms. We purchased updated iPads for students along with a Lexia Core5 Reading Powerup Literacy subscription. We had no rules or regulations that the public should be aware of.

We did not have to request any additional funds during the school year. The school district completed the school year with a surplus due to sound financial practices employed by the Board of Education, Superintendent, Business Manager and Principal and their frequent, positive communication with the Board of Finance.

### Brief Financial Statement\*

Approved Budget \$3,906,805.00  
Additional Appropriations \$0.00  
Actual Expenditure \$3,758,886.55

*\* These figures may not have been audited by the time of this publication.*

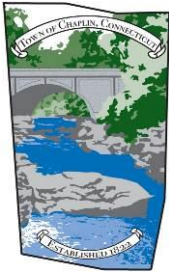
Respectfully Submitted,

Jobina Miller  
Business Manager

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  
Heather Perry Board of Education Member

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## Town of Chaplin, Connecticut

*Incorporated 1822*

495 Phoenixville Road, Chaplin, Connecticut 06235

Phone: (860) 455-0073; Fax: (860) 455-0027

[www.ChaplinCT.org](http://www.ChaplinCT.org)

## CHAPLIN BOARD OF FINANCE Annual Report FY 2022-2023

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 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 a Chair, Vice Chair, and Secretary. In 2022-2023, 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 9, 2022. The final budget proposal for FY 2022-2023 was presented and approved for the amount of \$ 9,496,493. This approved budget was submitted to a Referendum for the Town.

The Chaplin Town Budget Referendum was conducted on May 17, 2022 and the recommended budget was approved. At the Board of Finance meeting held on May 23, 2022, the mill rate was set at 34.50.

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 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 2022-2023, as mentioned above, the Town approved an Expenditure budget of \$ 9,496,493 with a mill rate of 34.50. A summary of the audited budget is presented below:

**Table 4 - General Fund - Budget Summary**

	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Revenues</b>			
Tax Collector	\$ 7,283,760	\$ 7,281,826	\$ (1,934)
Miscellaneous Revenues	67,694	68,329	635
Receipts for Town Services	81,519	89,252	7,733
State Reimbursements in Lieu of Taxes	142,929	189,934	47,005
State Education Support	1,652,147	1,652,276	129
State and Federal Funding	194,400	201,168	6,768
<b>Total Revenues</b>	<b>9,422,449</b>	<b>9,482,785</b>	<b>60,336</b>
<b>Expenditures</b>			
General Government	2,645,214	2,594,724	50,490
Education	7,001,299	6,852,670	148,629
<b>Total Expenditures</b>	<b>9,646,513</b>	<b>9,447,394</b>	<b>199,119</b>
<b>(Decrease) Increase in Fund Balance</b>	<b>\$ (224,064)</b>	<b>\$ 35,391</b>	<b>\$ 259,455</b>

Better than expected revenues limited a budgeted decrease in fund balance, (budgetary basis), of \$224,064 to an increase of \$35,391.

**The Board of Finance's Operations:**

Brief Financial Statement	
Approved Budget	\$26,503
Additional Appropriations	\$267
Final Budget	\$26,770
Actual Expenditure	\$26,771

**Town of Chaplin FY 2022-23 Audit Results:**

Per Chapter 55b, Sections 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 2022-2023

was performed by Hoyt, Filippetti & Malaghan, LLC. See Attachment 1 for the results of that audit.

Respectfully Submitted,

Richard G. Weingart, Chairperson

BOF Members:

Chairperson: Richard G. Weingart

Vice Chairperson: Linkesh Diwan

Secretary: Linda Caron

Doug Dubitsky

Victor Boomer

William Jenkins

Alternate Members:

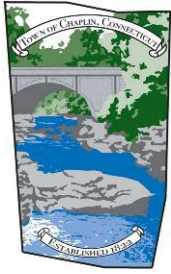
Peter Haines

Israel Alvarez

Matthew Foster

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# BOARD OF SELECTMEN

## Annual Report FY 2022-2023

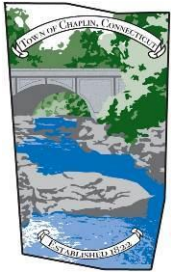
The Board of Selectmen hold regular meetings on the first Thursday of the month at 7PM at the Town Hall. The typical agenda includes addressing resignations, appointments, tax refunds, reviewing the Resident State Trooper report, hearing a report from the Board of Finance Chair, updates on buildings 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.

- The Board of Selectmen welcomed the new Administrative Assistant to the First Selectman, Susan Welshman, in July 2022.
- The replacement of England Road and Bedlam Road Bridges took positive steps forward with the hiring of WMC Consulting Engineers to provide the engineering services for the Bedlam Road Bridge Project. Engineering and design have been initiated. WMC Consulting Engineers was also awarded the job of providing the Town with Construction Inspection Services (CIS) for the replacement of the England Road Bridge over the Natchaug River. The CIS will act as the Clerk of the Works for all phases of this replacement project.
- The Town of Chaplin celebrated its Bicentennial in 2022 with many activities occurring over the year and culminating in a daylong celebration on September 10, 2022 which included a parade, activities at Garrison Park and a fireworks display in the evening.
- In conjunction with the Chaplin Bicentennial Celebration, the Town passed an Ordinance at its Annual Meeting in May 2023 establishing the Chaplin Bicentennial Arboretum Commission which will oversee and guide the development of the Chaplin Bicentennial Arboretum located at Garrison Park.
- Also at the Annual Town Meeting 2023, the Town voted to move ahead with a plan to move the Chaplin Museum from its current location at 11 Chaplin Street to a new location at 132 Chaplin Street in the hopes that the move will provide greater access, parking, and safety for Museum visitors. A proposed sidewalk project linking the Senior Center/Library Complex to the Town Hall and Garrison Park was met with support and enthusiasm as well. Funding for these projects is currently being pursued through both a Community Investment Grant as well as a Connecticut Connectivity Grant.
- Your Board of Selectman are continually looking for ways to improve the safety of Chaplin residents so, under the direction of First Selectman Juan Roman, a Safe Exchange Zone was established in the parking lot at the Chaplin Town Hall. The blue painted parking spaces are located on the side of the Town Hall and are marked with a sign on the building. This space is monitored by surveillance and provides residents and others with a safe place to meet and perform transactions ranging from the exchange of goods and services to safe and protected child custody exchanges.
- The Board of Selectmen were pleased to announce the installation of a centerline rumble strip along the Route 6 corridor beginning at the Windham town line, through Chaplin

- and Hampton ending in Brooklyn. It is everyone's hope that this action will reduce the number of deadly head-on accidents which have occurred on Route 6 in recent years.
- The First Selectman's office applied for and received \$5,000 from the Office of Policy Management's Neglected Cemetery Grant. Stone wall repair and the restoration of selected antique grave markers will be performed with the funds.
  - In March of 2023, the Board of Selectmen awarded the replacement and upgrade of the Senior Center/Library complex HVAC system to Millenium Builders, LLC utilizing ARPA funds. The project was initiated with the goal of providing our seniors and library patrons with a new system that will improve not only their comfort, but also the air quality and ventilation of the buildings.
  - The Board of Selectman purchased a new open-sided shelter tent to be placed at Garrison Park for use during the spring, summer and fall. This tent is similar to the one erected at the Senior Center and will allow our residents extra shelter from the elements while enjoying Garrison Park.
  - New signs welcoming travelers to the Town of Chaplin were erected on Route 6 and Route 198. These attractive new signs were commissioned with the goal of increasing Chaplin's visibility and to attract businesses and visitors for the town's economic development.
  - 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. The past winter produced 18 snow/ice events requiring treatments/plowing with more icy condition events than snow events. The DPW performed paving/leveling on portions of Tower Hill, Pumpkin and Goodell Roads; chip sealing on Bedlam, Canada, Chappell, North Bedlam, Parish Hill, and York Roads; and drainage work comprising of 3 basins with cross culvert pipe replacements on Miller Road, a double 4' culvert replacement on Goodell Road and one culvert replacement on Chewink Road.

*Respectfully Submitted,  
Juan Roman III  
First Selectmen*

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



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## Building Department

### Annual Report FY 2022-23

In November of 2019 the Town of Chaplin contracted with the Town of Windham to administer Building Department Duties. This arrangement has given the Town access to a full time building department.

Permit activity has remained steady from year to year, with a slight increase in single family home construction and a sharp increase in residential roof mounted solar photovoltaic systems.

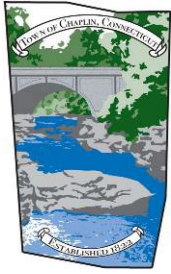
The department collected \$32,750 in building permit fees, an increase of approximately 70% over the previous two years.

Brief Financial Statement	
Approved Budget	21,382.15
Additional Appropriations	1468.85
Actual Expenditure	22,851.00

**Respectfully Submitted,**

**Joseph Smith, Building Official for the Town of Windham**

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# Open Burning Official Annual Report FY 2022-23

November 28, 2023

Report for the period of July 1, 2022, through June 30, 2023:

- 11 open burning permits were filed.
- Received 9 calls for unauthorized burning.
  - Calls were mostly concerning new residents who did not understand the State's policy on open burning. In these cases, I ensured the fires were in a safe location and materials burning were suitable for open burning. I then explained the process and helped them fill out the permits and allowed them to continue with the burns.
  - 1 new resident called for me to come out and provide approval of where to burn on their property.

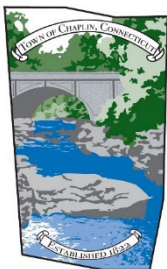
Brief Financial Statement	
Approved Budget	\$1,701.12
Additional Appropriations	\$0.00
Actual Expenditure	\$1,701.12

Respectfully submitted,

Andrew Daniels

Open Burning Official

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# Town of Chaplin, Connecticut

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assistant@chaplinct.org

## ANNUAL REPORT

### CHAPLIN ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION 2022-2023

This Commission is appointed by, and advisory to, the Board of Selectmen. There are six regular members and three alternates. The Commission meets the second Wednesday of the month 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 Plan of Conservation and Development. Firstly, to conduct research and provide advisory support to the Board of Selectmen in bringing the vision in the Plan to fruition.

Another notable charge is to offer networking opportunities to home based businesses compatible with the Town's rural/residential character, so resources and opportunities can be shared.

Also on the radar to bolster desired development is seeking ways to encourage tourism, agri-business and home-based cottage business.

Traffic calming continues to be a concern and the installation of rumble strips was a positive action for safety.

Affordable housing needed to be addressed as the State was setting mandates of percentage of housing. After much discussion regarding the nature of our town concluded, in agreement with Planning and Zoning, that regulation changes regarding accessory apartment allows them to be a more suitable option for our community.

Other actions; installing town signs at borders on Route 6, ongoing discussion of moving museum, holding more business networking events, reviewing walkway project awaiting funding.

#### Brief Financial Statement

Approved Budget	\$530.00
Additional Appropriations	\$0.00
Actual Expenditure	\$0.00

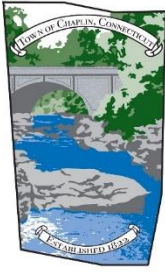
Commission voted budget for 23-24 of \$3000.00 for business outreach activities, mileage, postage, printing, recording clerk and workshop/conferences.

Submitted Irene Schein, Chair

## Members

Irene Schein, Chair, Juan Roman, Linda Roman, Clint Slowick, Janine Rose, Pat Pogmore, Wm. Rose IV.





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## EMERGENCY PREPAREDNESS

### Annual Report FY July 2022- June 2023

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.

Throughout the course of the year, I continued to replace AED batteries/contacts when and where needed, delivered Health Test kits when needed to town facilities and some residents, 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. She said she and the students like the program and would like 25 more kits for her 2023 class. I ordered and delivered them to her. Also, after receiving information on CERT Field Guides and their availability I ordered and delivered them to the Chaplin/Hampton CERT members. I reviewed the Parish Hill High School's revisions to their School Security Plan.

Attended: Large Animal Rescue Training, the 1st Annual Drone Conference with Chaplin's two drone pilots, Drone zoom meetings, Hampton Airbag Training, Region Disaster Training Day, Annual EMD Symposium, Paradigm Pipeline Safety, Hurrevac Training (Hurricanes), Region 4 Flood Awareness Workshop, FEMA Flood Risks Maps at Eastern CT Fire School, and Solar Panel Training in Scotland.

Our Drone Policy, which went through several revisions, was finalized by our two drone pilots, Robert DeMaio and Link Diwan and given to our 1<sup>st</sup> Selectman. Many hours have been spent on flight training by these pilots who are continuously learning its maneuvers and capabilities. The Drone was registered with the FFA and insured through CIRMA. This program will be a great asset to our town.

I attend Region 4's DP/W meetings. With Regions 4's portion of the DEMHS budget we purchased assets: Light Towers, message boards, sandbaggers, and traffic trailers with equipment. Our town wanted to host a Light Tower which we did receive after 60 plus weeks of being back logged. Locks and a hitch lock for its trailer were purchased. For Chaplin's 200<sup>th</sup> Birthday I asked for our Regional UTV asset for transportation and celebration set-up. A Smartboard was given to us to by CES which is to be used for training and emergency events.

Eversource informed us of Community Relation Grants. I applied for the grant with the assistance of Andrew Daniels, CVFD Treasurer. It was awarded to us and was used to purchase an Emergency Plug (used on electric vehicles) and Cell Blocker High Temperature Gloves.

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

APPROVED BUDGET                      \$8,712.24

ADDITIONAL EXPENDITURE 0.00

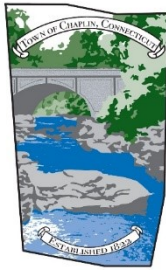
ACTUAL EXPENDITURE \$7,551.82

This year Cyber Security was moved from ESF-5 (Emergency Management) to its own ESF Emergency Support function ESF-17 (Cyber Security).

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

Respectively submitted,

Jim Randall  
Emergency Management Director



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**FIRE MARSHAL’S OFFICE  
Annual Report FY 2022-2023**

The Town of Chaplin Fire Marshal’s Office is committed to working with our community to form 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 single most priority.

Our office is staffed with a Fire Marshal and two (2) Deputy Fire Marshals. Mandated by the Connecticut General Statutes we are charged to perform various duties. These duties include, but not limited to; Inspection of all properties with the exception of one and two-family homes; Perform investigations as they pertain to the cause and origin of fires that occur in the Town of Chaplin; Issue permits for hazardous operations, including the installation of permanent propane tanks and piping, heating fuel storage tanks, gasoline and diesel fuel storage tanks, blasting permits, and commercial fireworks displays.

In 2022-2023 we have conducted two (2) fire investigations, eight (8) code inspections, two (2) plan reviews, one (1) landlord/tenant issue and one (1) blasting permit was issued.

FY 2022-2023 expenditures consisted of salaries.

Brief Financial Statement*	
Approved Budget	10,226.95
Additional Appropriations	\$00.00
Actual Expenditure	10,226.95

*\* These figures may not have been audited by the time of this publication.*

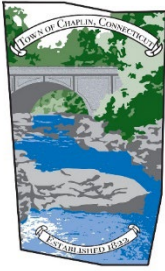
Respectfully Submitted,

Bud Meyers  
Past Fire Marshal  
Town of Chaplin

Fire Marshal’s Office Staff:  
Deputy Fire Marshal Chris Bray  
Deputy Fire Marshal Chris Bellantone

*Integrity      Fairness      Respect*

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# Town of Chaplin, Connecticut

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assistant@chaplinct.org

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## TOWN OF CHAPLIN HISTORIC DISTRICT COMMISSION

### Annual Report FY 2022/23.

**Purpose:** To preserve and protect the unique character of Chaplin's Historic District. The Commission seeks to preserve this village's architecture and open space as an early 19<sup>th</sup> 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 2022/2023 the Commission conducted four regular meetings and two public hearings. Both hearings were for Certificate of Appropriateness for installations of roof solar panels. The application for 103 Chaplin Street was denied because of the lack of information regarding the installation. The application for 342 Phoenixville Road was approved.

Brief Financial Statement	
Approved Budget	\$760.30
Expenditures	\$620.70
Net Income	\$139.60

Respectfully submitted,

Warren Church

Chairman

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### CHAPLIN INLAND WETLANDS AND CONSERVATION COMMISSION ANNUAL REPORT FY 2022-23

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 Town of Chaplin Inland Wetlands and Watercourses regulations. These regulations require all landowners and their agents who propose any 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 not be 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-	6
Permits issued-	5
Permits denied-	1
Permitted uses as of right-	2
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, and issuing agent approved applications, as well as patrolling the town for any wetland violations.

A town ordinance was passed combining the Inland Wetlands and Conservation Commissions. The Conservation Commission is advisory regarding the 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	\$16,336.16

Respectfully Submitted,



Scott Matthies, Chairman

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





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## **Library Board of Trustees Annual Report 2022-2023**

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, disc golf sets, hotspots, and board games). The library also offers free access to ebooks and audiobooks available through the digital lending library, Overdrive. In addition, free or discount passes to state parks and museums, such as the Atheneum and Dinosaur State Park, are available to all library patrons. Patrons have access to three public computers, a printer, a scanner, faxing, and Wi-Fi. 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 2022-2023. In addition, curbside service was still available to patrons. Thanks to ARPA funds, the recently purchased seasonal tent was up through October '22 and hosted many summer and fall events, including Summer Reading programs, Cookbook Club, Wednesday Preschool Story Time, Tea Time Book Chat, and the Chaplin Ukulele Band. The tent was put up again for the season in April of 2023 in time to host Xen's Critters, a popular animal program for both children and adults.

To honor and celebrate the town's Bicentennial, the library participated in the September 10<sup>th</sup> Parade and Celebration at Garrison Field. The Friends of the Library helped create a wonderful library float and helped run a tent with library information and activities for children. The library also hosted the remaining Bicentennial talks, including Warren Church's History of Place Names and Cathy Smith and Bruce Raymond's Chaplin Homes in Fiber and Photo exhibit. The library continued participation in Quiet Corner Reads, and held numerous adult programs ranging from Holocaust Remembrance Day to a Seed Saving Workshop. With help from the Friends of the Chaplin Public Library and the Willimantic Mill Museum, in March the library hosted an Opening Reception and Exhibit of longtime resident and acclaimed weaver Therese Ridgway. This exhibit was well attended during the month and received much praise from weavers throughout the state.

In June the Friends of the Chaplin Public Library assisted with the purchase of a Storybook Walk at Garrison Park, museum passes for The Children's Museum and the Florence Griswold Museum, as well as the purchase of a CD player, a DVD player and a hotspot. The Friends regularly provide refreshments at library events and help with set up and take down. They have been a great help in promoting the library to the Chaplin community and beyond.

During 2023, patron visits increased by over a thousand people from the previous fiscal year. There were 5,315 patron visits, with 4,811 books and DVDs checked out, plus 90 interlibrary loans, and 1,343 ebooks and audiobooks. In addition, 1,529 people attended library events throughout the year.

Brief Financial Statement	
Approved Budget	\$87,195.68
Additional Appropriations	\$7,548.77
Actual Expenditure	\$94,744.45

Respectfully Submitted,

Sandra Horning, Library Director

Victor Boomer, Chairman

Jeanette Haines, Vice-Chairman

Brian Cohen, Member

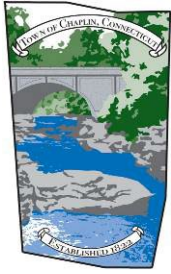
Diane Cox, Member

Leslie Ricklin, Member

William Jenkins, Member

Adele Swart, Alternate Member





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### **CHAPLIN PLANNING & ZONING COMMISSION ANNUAL REPORT FOR 2022-2023 FISCAL YEAR**

The following is the Annual Report for the Town of Chaplin Planning & Zoning Commission provides a summary of business conducted during the 2022-2023 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 2022-2023 Fiscal Year (July 1, 2022 through June 30, 2023).

#### **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 2022-2023 Fiscal Year, The Chaplin Planning & Zoning Commission held ten (10) regularly scheduled meetings, five (5) public hearings and cancelled two (2) regular meetings. The Commission reviewed and/or acted on four (4) special permit applications, two (2) regulation change applications, one (1) CGS 8-24 referral, one (1) site plan application and two (2) unique zoning permits. Additionally, the Planning & Zoning Commission conducted five (5) 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 twenty (20) zoning permits for regulated activities: two (2) new single-family residences, six (6) accessory buildings, four (4) decks/pools/additions, two (2) solar installations, two (2) lot line revisions and four (4) sign/ business related permits. In addition, Mr. Gigliotti was able to certify the correct installation of three (3) driveway aprons.

Mr. Gigliotti conducted sixty-five (65) inspections related to previously issued zoning permits, twenty-five (25) inspections relating to driveway permits and/or drainage related issues, fifteen (15) on site meetings with applicants, residents and/or property owners, ten (10) inspections for requested zoning compliance and fifty-seven (57) inspections/ investigations relating to zoning enforcement in the Fiscal Year 2022-2023. 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 2022-2023 Fiscal year, the Commission began the 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 2023-2024 Fiscal Year. The 2021 POCD is utilized by the commission, staff, and the public, to guide the Town in its 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 2022-2023 fiscal year, the Chaplin Planning & Zoning Commission completed and adopted revisions of the regulations relating to, among others, agriculture, 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 Daniel Pearce- 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. \$31,000 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	\$30,773.29
Additional Appropriations	None
Actual Expenditures	\$ 30,773.29



**Town of Chaplin, Connecticut**

*Incorporated 1822*

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www.ChaplinCT.org

## **Recreation Commission Annual Report FY 2022-23**

Chaplin Recreation continued this year by providing an exemplary service to our community while creatively working with the budget provided. Popularity, enrollment numbers and registrations for all sports and activities have increased slightly over last fiscal year.

- Sports/Activities provided: Basketball, T-Ball, Soccer, Cornhole, Gymnastics, Disc Golf, ice skating, Cornhole and Disc Golf tournaments.
- Rec worked diligently with the Bicentennial Committee to provide a large event at the park.
- Summer concert series and movie nights.
- 3<sup>rd</sup> Annual Halloween at the park.
- “Light’n up Chaplin” holiday light community competition.
- With Rec’s support, Chaplin/Hampton Little League joined Brooklyn with a successful first year.

Brief Financial Statement	
Approved Budget	\$16,443.91
Additional Appropriations	\$0.00
Actual Expenditure	\$16,206.72

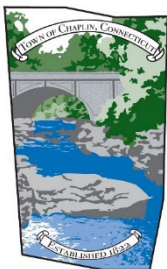
Respectfully Submitted,

David Stone, Chairman

Officers: Amelia Nelson – Vice Chairperson, Danny Cates - Treasurer, Monica Arbo – Secretary

Members: Josh Woodward, Matt Foster, Shannon Hammond, Clayton Coogan, Amie Kreamer

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# Town of Chaplin, Connecticut

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assistant@chaplinct.org

## REGISTRAR OF VOTERS Annual Report FY 2022-2023

### 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 the State developing methods and procedures to ensure the voting rights of citizens and administering all elections based on current election laws (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 4 years and processing the responses to identify inactive voters or those who have moved out of town.
- Registration Sessions. Scheduling and conducting registration sessions.

Democratic Registrar William Hooper let his term expire January 3, 2023. The Chaplin Democratic Committee appointed Laurel Mayhew to fill the position as Democratic Registrar of Voters. Thereafter, Ms. Mayhew appointed William Hooper as her Deputy Registrar of Voters. As of June 30, 2023, Ms. Mayhew has taken 3 courses of the required 8 courses to become a certified Registrar of Voters. As required by the Secretary of State, new registrars have two years to complete the required courses. Republican Registrar Eugene Boomer continues to take required courses to maintain his Registrar of Voters Certification. Both Registrars completed the Election Moderator Certification before June 30, 2023. The Connecticut State Legislature has passed a bill that requires early voting for 2024. Early voting procedures have not been finalized at this time.

Financial Statement	
Approved Budget	\$23, 774

Additional Appropriations	None
Actual Expenditure	\$22.087

Election Participation Details			
Election	Number of Names on Enrollment List	Number of Names Checked as Voting	Percent
Democratic Primary 8/9/22	426	81	19%
Republican Primary 8/9/22	489	122	25%
November State and Federal Primary 11/1/22	1554	993	64%
D-11 Budget Referendum 5/2/23	1479	150	10%
General Government Referendum 5/26/23	1483	116	8%

Respectfully Submitted,

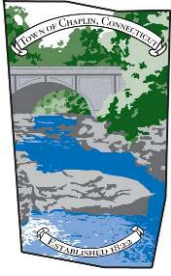
Eugene Boomer, Republican Registrar

Stacy Foster, Republican Deputy Registrar

Laurel Mayhew, Democratic Registrar

William Hooper, Democratic Deputy Registrar





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# **CHAPLIN SENIOR CENTER**

## **Annual Report FY 2022-23**

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: Ann Lewis

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

Board of Directors: Irene Schein-Chair, Ann Lewis-Vice Chair, Ellen Gillon, Carl Linkkila, Shirley Rakos, Dawn Gilbert, Jeanette Haines, Robin Hoagland, Crystal Gebhardt, Joyce St. Lawrence, Walter Zlotnick and Janice Godaire

The Center had another successful year, and our membership continues to grow. We currently have 379 registered members. We offer many programs such as exercise classes three times a week, Yoga, Tai Chi, Wii Bowling, Bingo, Mahjonn, and a Memoir Group once a week along with a psychic medium once a month. Pickleball is offered twice a week year-round in the community room and 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, some in conjunction with the Library, including Make Music Day with Chaplin's own Ukulele Band, an Animal Assisted Therapy Presentation, a presentation about Pollinators in Our Yard, Seed Saving seminar, and a visit by Xen's Critters, which is an animal rescue who came with a variety of cute and cuddly critters for all to enjoy. In June we held a Plant and Seed Swap Party under the tent. It was a great success and lots of fun. We will definitely hold it again next year.

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 60 meals every Monday and Wednesday for a total of at least 120 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 twice 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, an educational discussion with Chaplin's Resident Trooper Shaun Tucker about situational awareness and personal safety. We ran a few very successful and

profitable fundraisers. We held a Fisherman’s Curbside Pickup Breakfast in April, which we plan to offer annually. 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 very nice art hanging system for our multi function room, and display art by a different artist each month. The community really seems to enjoy coming by each month to check out the new artwork.

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.

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

*\* These figures may not have been audited by the time of this publication.*

Respectfully Submitted,

Lisa Kegler

Director



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# REVENUE (TAX) OFFICE Annual Report FY 2022-23

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 2022. For real estate and personal property bills over \$100.00, the first installment was due July 1, 2022, and the second installment was due January 1, 2023. Motor vehicle bills were due in one installment on July 1st. For vehicles registered after October 1, 2021, motor vehicle supplemental bills were mailed in December and due January 1, 2023.

## **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 2021 Grand List, or this fiscal year (22-23) is 34.5 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](http://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, 2023, Chaplin collected \$7,298,051 in tax revenues to a budget of \$7,298,051, or 99.07% of budget. The shortfall was primarily due to not collecting as much in current and prior taxes. This shortfall was acknowledged prior to the end of the year and an RFP went out for a new collection agency to collect on the older delinquent accounts. TaxServ, our new collection agency, will start September 2023. We also started sending bills out in June to allow advance collections. In June 2023, we collected \$282,011 for the next fiscal year.

During the month of June, we also implemented two other operational upgrades. We changed to Point and Pay for all our credit card payments to increase efficiency and lower usage fees. In addition, we installed check scanners in the office so the Town can receive funds from check payments immediately.

	<u>Actual \$</u>	<u>Budget \$</u>
Current Taxes	\$7,121,695	\$7,190,551
Prior Taxes	\$54,912	\$65,000
Interest & Liens	\$53,817	\$42,500

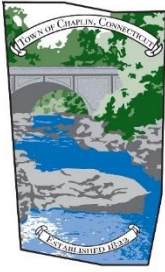
In conclusion, our office is excited for the upcoming year. We believe the many operational changes and efficiencies made will increase collections and Chaplin’s cash flow.

Respectfully Submitted,

Lisa A Madden, CCMC  
Collector of Revenue

Other Members:

Amanda Tashea  
Starr Kernozek  
Rechal Dominguez  
Densie Rodriguez



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## Office of the Town Clerk and Registrar of Vital Statistics Annual Report 2022-2023

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The Town Clerk is charged with serving the Town on a nonpartisan basis and has an array of responsibilities. Included in these responsibilities are keeping land records, survey maps, military discharge records, trade name certificates, birth, marriage and death records, maintaining board and commission memberships, meeting dates and posting agendas and minutes, applying for a yearly historic document preservation grant, acting as clerk for annual and special town meetings, publishing legal notices and preparing for state and municipal elections, primaries and referenda and 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, 2022 to June 30, 2023 the office of the Town Clerk recorded 350 land records. The total income generated from recording these documents was \$ 56,074.83. Of these land records, 49 were property transfers which resulted in \$ 10,029,931.00 in real property sold in Chaplin. 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 2022 State Election, the Annual Town Budget referendum and the Region District 11 referendum.

Each year the Town Clerk attends two conferences for continuing education. Among this year's presenters were the Secretary of the State, State Election Enforcement Commission, Department of Health, Department of Agriculture and Department of Revenue Services.

This year the Town Clerk's office received a grant from the State Library in the amount of \$5,500 which was used for a redaction project.

I have recently partnered with our land records software vendor – Cott Systems to make "Property Check" available to our residents. This is a new feature that allows homeowners to receive a text or email message whenever a land record is recorded in their name. It is a step that residents can take to aid in protecting against property fraud.

Approved Budget	\$64,438.01
Additional Appropriations	None
Actual Expenditure	\$58,103.29

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

**Vital Statistics**

July 1, 2022– June 30, 2023

**Births**

**In Town**

0

**Out of Town**

13

**MARRIAGES**

In Town = 9

Out of Town = 10

**DEATHS**

**In Town**

Male = 5

Female = 2

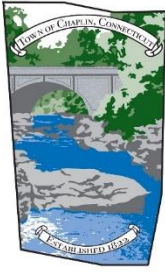
**Out of Town**

Male = 8

Female = 10

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## Chaplin Town Treasurer Annual Report 2022- 2023

Town Treasurer Annual Report 2022 – 2023 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, 2023

#### Operation & Investment Accounts:

Operating Checking - Webster Bank	\$ 325,144.55
Operating Checking – Berkshire Bank	\$ 601,599.66
Webster Investments	\$ 1,963,802.89
State of CT STIF Investments	\$ 233,812.54
Revenue Collection Accounts Combined	\$ 11,836.26
American Rescue Plan Account	\$ 614,238.67

#### Special Revenue Accounts:

Public Library - Berkshire	\$ 20,391.77
Recreation – Berkshire	\$ 6,494.74
Senior Center – Berkshire	\$ 46,271.73

#### Capital Improvement Account:

Berkshire Bank	\$ 614,238.67
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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 treasurer is also available outside the Town Hall hours for Notary and Justice of the Peace Services.

#### Brief Financial Statement

Approved Budget	\$9,442,449.00
Actual Expenditure	\$9,482,785.00
Variance	\$ 60,336.00

Respectfully Submitted,

Diana F. Alvarez, Chaplin Town Treasurer

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## Tree Warden Annual Report FY 2022-23

The frequency of identifying Ash mortality has reached a plateau as many have since died. Although we certainly have a remaining population of sporadically dispersed Ash, mortality continues. Our annual expenditure this year for tree removal and trimming was over \$50,000 which is on average, roughly 30 days of subcontracting services. I predict this expense to continue annually in order to maintain the current level of safety along our roads and public properties.

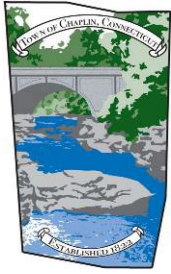
We've made great progress maintaining and responding to the recent decline of specific species however, what was once pastureland during the turn of the last century is now "old growth" that requires constant attention and resource allocation in the years ahead.

Brief Financial Statement	
Approved Budget	2,146.12
Additional Appropriations	0.00
Actual Expenditure	2,146.12

Respectfully Submitted,

David Stone, Tree Warden

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### Chaplin Volunteer Fire Department Annual Report FY 2022-23

November 28, 2023

Report for period of July 1, 2022 through June 30, 2023:

- Total of 289 calls.
  - 41 Fire or fire related service calls.
  - 2 Tornado Investigations.
  - 2 Diana's Pool Rescues.
  - 21 motor vehicle accidents.
  - 223 Medical calls.
- The Chaplin Volunteer Fire Department purchased several pieces of new equipment:
  - Thermal Camera.
  - Radios and Chargers.
  - A Hurst tool Lazy Susan for the new truck.
  - Gas meter pump kit.
  - 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.
- The officers and members of the C.V.F.D. take our budget very seriously. We exceeded our budget this year due to outfitting the new truck and unforeseen repairs to equipment and trucks.

Brief Financial Statement	
Approved Budget	\$101,450.00
Additional Appropriations	7,748.81
Actual Expenditure	\$109,198.81

Respectfully Submitted,

Joe Pinto

Chief, C.V.F.D.

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## **Chaplin Zoning Board of Appeals Annual Report FY 2022-2023**

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 2022–2023 Fiscal Year. We received one application for a variance for #46 Chaplin Street, and at a separate meeting held a public hearing, the variance was approved.

At our December meeting we elected officers for the calendar year 2022-2023, approved our meeting schedule and the 2022-2023 FY budget. At that meeting, we elected William H. Rose IV Chairman, Israel Alvarez Vice-chairman, and Therese Smith Secretary.

Our FY 2022-2023 budget was \$1633.00, of which, we spent a total of \$374.48 Legal notices were the major expense at \$235.80 and clerical hire was \$138.68. 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.

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: 11/07/2023

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

**Rosalie Gifford** (R) - Member Term-End: 11/07/2023

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

**Victor Boomer** (R) - Alternate Term End: 11/07/2023

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

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## **List of External Reports Included Herein by Reference**

### **Auditor's Report for the Town of Chaplin**

Per §4230 and §4236 of Connecticut General Statutes, Chaplin as a recipient of state funds must complete a town audit. This year the audit was performed by AO & Co., 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 and 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 the 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

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, 2023, 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, 2023, and the respective changes in financial position 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 auditor's 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 the management's discussion and analysis, budgetary comparison information and pension and other postemployment benefit, on pages 4-10 and 47-51 respectively, 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 accompanying combining nonmajor Governmental and Fiduciary Fund financial statements, report of the property tax collector, capital project fund balance schedule, and the Schedule of Expenditures of State Financial Assistance as required by the State Single Audit Act, collectively "Supplementary Information" are presented for purposes of additional analysis and are not a required part of the basic 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. The 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 Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

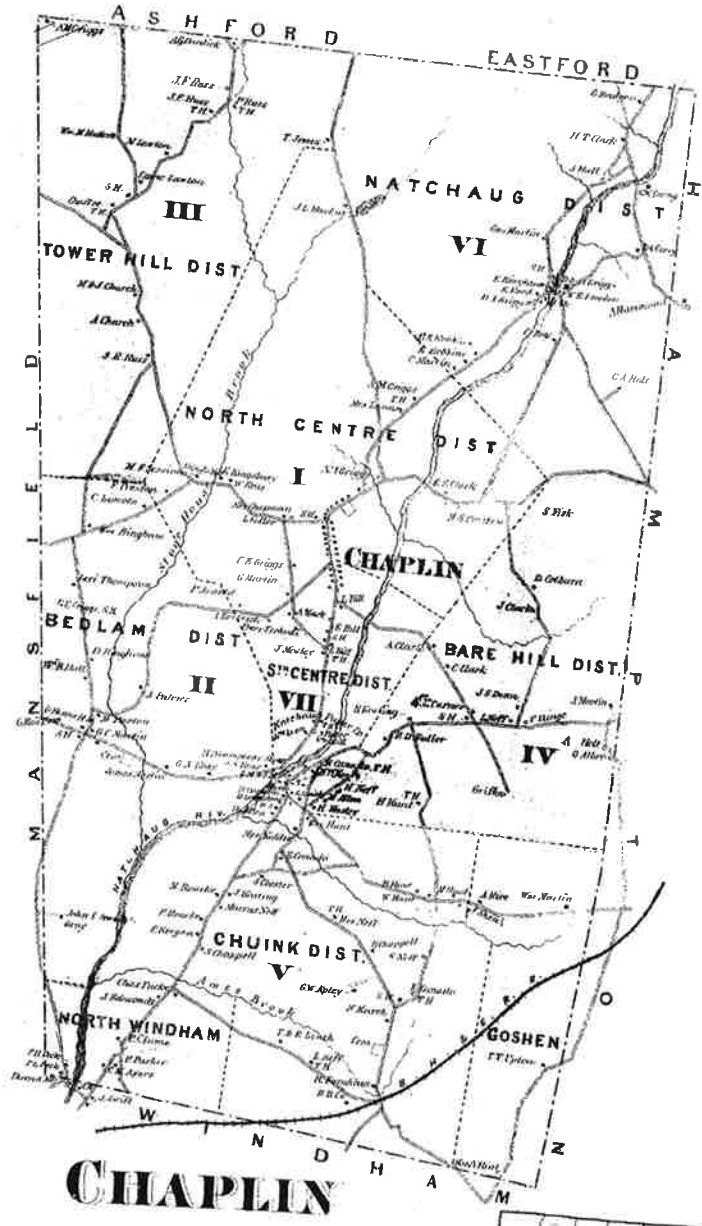
In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2023, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the Town's 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*

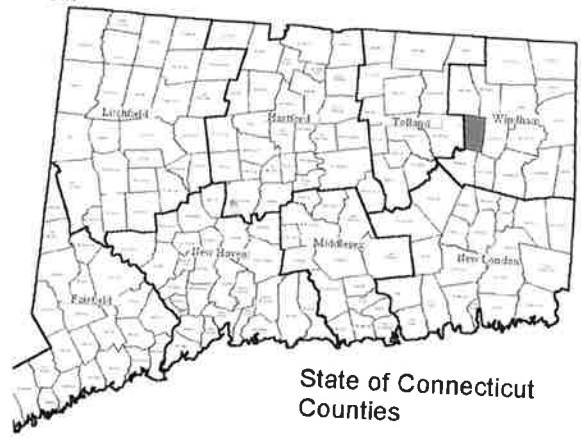
Groton, Connecticut

December 11, 2023

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# CHAPLIN



State of Connecticut  
Counties