

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, May 5, 2016
AMENDED MINUTES***

Members Present: Matthew Cunningham, First Selectman; Irene Schein, Selectman.

Members Absent: William H. Rose IV

Others Present: Dick Weingart, Board of Finance Chairman; Jim Randall, Emergency Preparedness Director

1. Call to Order

Matthew Cunningham called the meeting to order at 7:02pm.

2. Additions to Agenda

Matthew Cunningham requested to interchange agenda items 7D and 7H.

3. First Audience of Citizens

None

4. Approve minutes of: Regular Meeting Minutes of April 7, 2016 and April 26, 2016 Special Meeting Minutes. Irene Schein made a motion to approve the regular meeting minutes of April 7, 2016. Mr. Cunningham seconded the motion. All in favor. Ms. Schein made a motion to approve the special meeting minutes of April 26, 2016. Matt Cunningham seconded the motion. All in favor.

5. Communications and Reports

A. Trooper Report – April 2016

Trooper was on vacation in April which explains the decrease.

B. Board Members Reports

Matt Cunningham reported that Eastern Highlands District is doing a Lyme disease awareness seminar on 5/22/16 at their Mansfield facility. He also met with Ross Solar Group to discuss the possibility of using solar technology for the Town buildings. Regarding the MBR (minimum budget requirement for the school) shortfall in the budget, the appeal was denied and the MBR is being addressed in legislature. We are the 3rd or 4th town to file an appeal in Connecticut.

C. Board of Finance Discussion

Dick Weingart reported that the Town budget will be presented at the Annual Town meeting on Monday, 5/9/16. The BOF does not anticipate a mill increase but that is contingent on MRSA funds from the State, how the Algonquin facility falls on the Grand List and the potential increase of approximately \$40,000 in the CES budget. If the Town budget is passed at referendum then the BOF will determine what the mill rate will be. Gay St. Louis, Tax Collector, will also attend the BOF meeting to discuss moving items off the suspension list. Also, the auditor will be appointed at the next meeting.

D. Correspondence

None

E. Building/Infrastructure

Mr. Cunningham reported that the issues with the heat in the Library have been resolved. There were issues with the smart box and also the heat temperatures in the Senior Center were also balanced. It seems the heating unit is old but should last another 5-7 years.

A new sweeper was purchased for road ~~sanding~~ sweeping at auction for \$6450. The old sweeper needed numerous repairs and will help with the new MS4 work coming. The new and old sweeper parts are interchangeable. Also, the Town hall now has buzzer device to allow staff to view who is at the door after hours and they can buzz them in – installation was done due to safety concerns.

F. Discussion regarding Recreation Commission

Mr. Cunningham reported that so far they have about 40 sign-ups for Tee Ball and anticipate another 5-10 this Friday. There will be a dog show on the weekend of May 14th and 15th at Garrison Park. The Commission is planning on a festival for Labor Day weekend which will include a camp out and will coordinate with the fishing derby.

6. New Business

A. Tax Collector Refunds

Irene Schein made a motion to approve a tax refund to Marcy Peterson for \$207.50. Matt Cunningham seconded the motion. All in favor.

B. Resignations/Appointments: None

C. Review status of Conservation Commission. Matt Cunningham is waiting to talk to Juan Sanchez and Scott Matthies regarding the Commission.

D. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.

Mr. Cunningham reported that there are no updates at this time, but the Senior Center has a memoirs class that would be very informational to help plan for the celebration.

E. Status of School Study - review and possible action on engagement contract with Attorney R. DeCrescenzo, Updike, Kelly, and Spellacy for RD11 school study.

Mr. Cunningham reported that the Selectmen of all three towns would like to enter into an agreement with Attorney DeCrescenzo to represent them at a reduced rate. According to the attorney it will go to the legislative body to initiate a dissolution study then he recommends going to referendum. If the vote is affirmative then the existing State statutes kick in. Irene Schein made a motion to enter into a contract with Attorney R. DeCrescenzo, Updike, Kelly, and Spellacy for RD 11 school study. Matt Cunningham seconded the motion. All in Favor. Mr. Cunningham stated that the three towns, Hampton, Chaplin, and Scotland will schedule their public hearings/Town meetings and referendum's together and that two of the three towns need to vote affirmative to initiate the dissolution study. They are hoping to have the voting at the end of June or in July. The remainder of the school study grant will pay for some of this but each town will still need to kick in the remainder. We have extra funds in the Mansfield Chaplin border survey legal line item which can be used for our portion.

7. Old Business

A. STEAP Grant (Darling Pond, North Bear Hill Bridge)

Matt Cunningham reported that the Darling Pond Dam project is almost complete. We had approximately \$10,000 in overages for engineering costs. They reduced their project meetings to cut costs. Regarding North Bear Hill Bridge project DEEP, DOT, and Army Corps signed off on it and we hope that it will be out to bid beginning of June so the job can start in August.

B. Discuss All Pending and New FOI Requests

Ms. Gluck reported that no FOI requests came in but she did receive a request from American Federation of Teachers to provide union contracts for all town and Board of Education employees. She provided the Union contract for the DPW staff for the Town and forwarded request to the Superintendent's office for the other contracts.

C. Employee Handbook Policies

None.

D. Job Descriptions

Matt Cunningham received the final Public Works Supervisor request from the labor attorney for review. Irene Schein made a motion to approve the Public Works Supervisor job description. Matt Cunningham seconded the motion. All in Favor. The Board discussed the salary and determined it would be set at \$40,000 to \$55,000 depending on experience.

Ms. Schein asked about the Recreation Director position and if they are hiring again. Matt Cunningham will reach out to Attorney O'Brien to see if the Recreation Commission needs to approve first before advertising again.

E. Mansfield/Chaplin Border Study

Matt Cunningham is meeting the Mr. Hart next week. Chaplin is ready to monument the boundaries and is trying to work with Mansfield to finalize this.

F. Discussion regarding Public Safety and Resident Trooper Program

Mr. Weingart had requested that the back roads have double lines added for safety reasons. Mr. Cunningham agreed this would improve safety and reached out to Windham and Mansfield to see about using their equipment to do this. UCONN is also an option to do a survey on our roads for safety free of charge. Marcy Road and Natchaug Road have only 2 stop signs with a 3 way stop and also Ridge Road is a bad spot to pull out onto 198 due to difficulty of seeing oncoming traffic.

G. Discussion on Energize CT Grant

Mr. Cunningham reported that nothing has been decided but this can be used towards a solar project.

H. Mowing Maintenance/DPW discussion regarding organization and structure

Mr. Cunningham reported with the new supervisor to be hired will begin the restructure of the department.

I. Discussion regarding leasing space in the Old Post Office Building.

Per Matt Cunningham the DPW staff will work on repairs as a rainy day project.

J. Discussion regarding use of Community Center.

Irene Schein reported that Steve Laume is ready to work on this project and they should plan to meet up with him.

K. Status of Chaplin Museum re-location.

Matt Cunningham is in the process of getting updated quotes. Engineering firm will need to be hired first and he is also watching for the availability of historic grants.

L. Discussion regarding the 2016 Annual Town Meeting.

The Town meeting is scheduled for 5/9/16 at 7pm at the Senior Center.

8. Other Business

None.

9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.

Jim Randall asked if there can be basketball hoops in the concrete area behind the Senior Center. Matt Cunningham will take a look at it. Mr. Weingart asked if there has been an energy audit at the firehouse. Mr. Cunningham stated ConServ has done one and we are waiting for the report. Mr. Weingart suggested incorporating the museum move with the Bicentennial celebration. He also asked the Board if they would consider looking at the intersection on Tower Hill Road near Chaplin Street. It is a dangerous intersection. Ms. Schein stated that it was looked at before and the recommendation was to move the pole. Matt Cunningham will add to the UCONN road safety study. Dick Weingart asked that the close out of projects for CIP be added to the next agenda.

10. Agenda Suggestions for next meetingCommunications and Reports

Trooper Report
Board Members Reports
Board of Finance Discussion
Correspondence
Building/Infrastructure
Discussion regarding Recreation Commission

New Business

Tax Collector Refunds
Resignations/Appointments
CIP Closeout Accounts

Old Business

STEAP Grant (Darling Pond, North Bear Hill Bridge)
Discuss All Pending and New FOI Requests
Employee Handbook Policies
Mowing Maintenance/DPW discussion regarding organization and structure
Mansfield/Chaplin Border Study
Discussion regarding Public Safety and Resident Trooper Program
Discussion on Energize CT Grant
Job Descriptions
Discussion regarding leasing space in the Old Post Office Building.
Discussion regarding use of Community Center.
Status of Chaplin Museum re-location.
Status of School Study
Review status of Conservation Commission
Discuss tentative plans to celebrate Chaplin Bicentennial in 2022

11. Date, time, and place of next meeting (June 2, 2016 @ 7:00pm @ the Town Hall)

12. Adjourn

Meeting adjourned at 8:06pm.