

**BOARD OF SELECTMEN**  
**Chaplin, Connecticut**  
**January 8, 2018**  
**SPECIAL MEETING**  
**Minutes**

**Members Present:** Matthew Cunningham, First Selectman; William H. Rose IV, Selectman; Anthony Pinto, Selectman.

**Members Absent:** None

**Others Present:** Paul Peifer, Chairman/Historic District Commission; Warren Church; Chris Mckleroy; Adele Swart; Eunice Edelman; other residents.

**1. Call to Order:** Mr. Cunningham called the meeting to order at 3:01pm.

**2. First Audience of Citizens:**

Paul Peifer, Chairman/Historic District still has not received the letter from the Town Attorney regarding the solar panels and that the Town buildings are not exempt from HDC rules. He also asked that an application not be filed by the Town until the HDC receives this letter. Mr. Rose stated they were told by Mr. Cunningham at the November BOS meeting that the public hearing was in process on this issue. Mr. Cunningham stated that he was waiting for the letter from the Attorney before he filed the application and at that time he did not hear back from the Attorney.

Warren Church inquired about the status of the excessive road signage that was discussed at the last meeting. Mr. Cunningham stated it is with the Town Attorney to determine liability if the Town changes anything.

Adele Swart asked about the letter published in the Chronicle by the editor regarding the dissolution study for the schools stating that it could still go to referendum, is this correct. The Board members did not see the letter but informed her that the dissolution committee has the authority to determine if dissolution goes to vote or not, and they decided no.

Chris Mckleroy asked Mr. Cunningham if he reviewed the letter from head of SHPO, Kristina Newman Scott, that was read at the last meeting and if there were any questions. Also, Nell DeVane sent appraisals for the museum/ross library.

**3. Approve minutes of: Regular Meeting Minutes of December 7, 2017 and Special Meeting Minutes of December 19, 2017:** Mr. Cunningham made a **MOTION** to approve the amended 12/7/17 Board of Selectmen regular meeting minutes. Mr. Rose seconded the **MOTION**. All in favor. Discussion: Agenda item 5G to be amended - discussion of the agenda item was missing from the original minutes. **MOTION** passed.

Mr. Cunningham made a **MOTION** to approve the 12/19/17 Board of Selectmen special meeting minutes. Mr. Rose seconded the **MOTION**. Discussion: Mr. Pinto brought up the discussion regarding opening the doors at the firehouse hall to cool the room down, and stated the reason we have dual systems is so this doesn't happen. Mr. Pinto abstained. **MOTION** passed.

**4. Communications and Reports**

**A. Trooper Report – December 2017:** The Board noticed a slight decline in traffic enforcement.

- B. Board Members Reports:** None
- C. Board of Finance Discussion:** None
- D. Correspondence:** None
- E. Building/Infrastructure:** The Board discussed the issue with the snow/ice falling from the solar panels onto the air conditioning units and also in front of the door. The box to be built around the air conditioner units will be temporary. Mr. Cunningham will get quotes to building something above the door. Mr. Pinto asked why the panels are not turned on yet. Mr. Cunningham told the Board that there were errors in the contract and it keeps getting kicked back for corrections (wrong addresses, installation dates, system information) before he will sign it. The Board discussed tin blowing off of the firehouse. Mr. Cunningham also stated he will get a quote from an electrician to install heat tape on the Senior Center/Library roof due to snow.
- F. Discussion regarding Recreation Commission:** Mr. Cunningham reported that an ice-rink is getting installed under the pavilion at Garrison park for the community to use. Also, Pre-K to 2<sup>nd</sup> Grade basketball will be starting and to contact Chairman Matt Foster for additional information.
- G. Discussion regarding the Chaplin Community and Economic Development Commission:** No updates

## 5. New Business

- A. Tax Collector Refunds:** None
- B. Resignations/Appointments:** None
- C. Discuss and possible action on Public Act #PA17-155-An Act Concerning Temporary Health Care Structures.** Mr. Rose made a **MOTION** to table agenda item 5C, Mr. Cunningham seconded the **MOTION**. Discussion: Mr. Cunningham would like to consult the Town Attorney, Dennis O'Brien and Planning & Zoning Chairman, Doug Dubitsky, before making a decision. All in Favor. **MOTION** passed.
- D. Discuss and possible action on the Transfer Station Fee schedule:** The Board discussed changing the fees due to the cost to remove the tires to the Town exceeds what is currently being charged. Mr. Cunningham made a **MOTION** to change the Tire fee schedule to:
  - \$2.50 per tire up to 19.5"
  - \$9.00 per tire from 19.5" to 24.5"
  - \$100 per tire if 24.5" or larger
- E. Discuss and possible action regarding the new rental agreement and policies for the Library meeting room.** The Board agreed that there needs to be a working group to discuss how the Town will rent facilities to include the Library meeting room, Community Room, Firehouse Hall, and Garrison Park so it is consistent across the Board. Also, to be discussed is allowing alcohol at these events.

## 6. Old Business

- A. STEAP Grant (North Bear Hill Bridge):** Mr. Cunningham reported that the project is a few weeks behind and the contractor is trying to remedy this but having setbacks due to the weather.
- B. Discussion regarding handicapped access at the Senior Center:** Mr. Cunningham reported that they were able to find matching colors in the hardware and can finish job. Mr. Rose said that he talked to the Senior Center Director and is not aware of the hardware problem and Mr. Rose also has concerns that this project has been delayed for months. He questioned if the contractor, Professional Lock is capable? Mr. Cunningham stated that the Senior Center Board of Directors told him early on they wanted matching colors in the hardware. He also stated that Professional Lock is capable but just experiencing growing pains with new management.
- C. Discussion regarding use of Community Center:** Mr. Rose stated this should fall under the workshop with the other rental areas.

- D. Status of Chaplin Museum and William Ross Library re-location:** Mr. Cunningham stated that he did not get ahold of an appraiser yet, Nell DeVane did not get information on the appraisers but Mr. McKleroy shared the email sent from Ms. DeVane with the list of appraisers – Kathryn Hebert/plat associates/Putnam and Angelika Hansen/Realtor-Hampton he will resend email. Mr. Cunningham will follow up.
- E. Status of Dissolution Study and Add/Withdraw Grades Study:** The Dissolution Committee did not recommend this go to referendum for a vote.
- F. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.:** The Board agreed that a working committee can be formed now, Mr. Cunningham will reach out to residents via Google Groups.
- G. Discuss All Pending and New FOI Requests:** None
- H. Human Resources Updates/Changes:** Mr. Rose made a **MOTION** to go into Executive Session to discuss human resources updates/changes. Mr. Pinto seconded the **MOTION**. All in favor. Mr. Rose, Mr. Cunningham, and Mr. Pinto entered into executive session at 3:51pm.

Executive session ended at 4:45pm. No action/motions from Executive session.

- I. Discussion regarding the Department of Public Works:** Tabled
- J. Discussion regarding Public Safety and Resident Trooper Program:** Tabled
- K. Discussion on Energize CT Grant:** Mr. Cunningham reported that State of CT has suspended Energize CT grant program but Shawn our Eversource Rep. said to submit a grant application for the \$5000 funds that we have already been awarded. The consensus of the BOS is to upgrade the HVAC system in a town building. We have until December of 2018 to spend the grant money.
- L. Discussion regarding leasing space in the Old Post Office Building:** Tabled
- M. Conservation Commission – Review status of commission and ordinance:** Tabled
- N. Discuss and possible action regarding a hidden driveway sign for 34 Cross Road:** Mr. Pinto made a **MOTION** to install a hidden driveway sign at 34 Cross Road. Mr. Rose seconded the **MOTION**. Discussion and vote: NO – 2, YES -1. **MOTION** did not pass.

## 7. Agenda Suggestions for next meeting:

### Communications and Reports

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

### New Business

Tax Collector Refunds  
 Resignations/Appointments

### Old Business

STEAP Grant (North Bear Hill Bridge)  
 Discussion regarding handicapped access at the Senior Center  
 Discussion regarding use of Community Center  
 Status of Chaplin Museum and William Ross Library re-location  
 Status of Dissolution Study and Add/Withdraw Grades Study  
 Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.  
 Discuss All Pending and New FOI Requests  
 Human Resources Updates/Changes

Discussion regarding the Department of Public Works  
Discussion regarding Public Safety and Resident Trooper Program  
Discussion on Energize CT Grant  
Discussion regarding leasing space in the Old Post Office Building.  
Discuss and possible action on Public Act #PA17-155-An Act Concerning Temporary Health Care Structures.  
New rental agreement and policies for the Library meeting room/Community Center/Garrison Park (workshop)

**8. Date, time, and place of next meeting (February 1, 2018 @ 7:00pm @ the Town Hall)**

**9. Adjourn:** Special meeting adjourned at 5:07pm

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