

BOARD OF SELECTMEN
Chaplin, Connecticut
February 13, 2018
Special Meeting
MINUTES

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

Members Absent: None

Others Present: David Stone, DPW Supervisor

1. Call to Order: Meeting was called to order at 11:13am

2. Discussion and Possible action regarding the FY 2018-2019 Budget.

Public Works

- Equipment Maintenance – engineering and equipment maintenance.
- Equipment purchases – discussed what goes in CIP fund vs Public works budget.
- Equipment Rental – discussed equipment deposits and the accounting process.
- Fuel – building fuel year to date \$300 due to waste oil burner. Only about 50 gallons left.
- Safety Replacement/Materials – covers signage
- Sand/Salt – currently still have a lot of sand.
- Security – this is annual fee for Absolute Alarm. Mr. Pinto suggested pricing from FASD, he is not impressed with Absolute Alarm and we should shop around. Mr. Rose agreed.
- Discussed unimproved line item, no longer needed. Mr. Cunningham made a **MOTION** to eliminate 38116 Unimproved line item from the Public Works budget. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
- Office Supplies/Shop - Mr. Stone stated shop supplies are part of maintenance supplies for the trucks, i.e. WD-40, mileage reimbursement. Board stated mileage reimbursement should have its own line item. Mr. Cunningham made a **MOTION** to use 38116 for Mileage Reimbursement, Mr. Pinto seconded the **MOTION**. All in Favor. **MOTION** passed.
- Discussed recreation building/grounds/maintenance. Ordinance states that Town Park/Recreation grounds should be maintained by Board of Selectmen and Department of Public Works with advice from Recreation Commission. Their field maintenance line item should either be renamed or removed because of the ordinance. Since the DPW and Town are responsible for mowing, maintenance, and fertilizer at the park, Mr. Rose made a **MOTION** for the Recreation Commission line item 39102 be relabeled to what Recreation Commission wants it to be and \$8000 be moved from this line item to 28105 Grounds Maintenance/Mowing in in Building, Grounds Maintenance budget. Mr. Cunningham seconded the **MOTION**. All in favor. **MOTION** passed.

38100	Salaries	148,264.00
38101	Overtime	4,850.00
38102	Snow Removal Salaries	18,300.00
38103	In-Kind Services Salaries	0.00
38104	Engineering/Tech Assistance	0.00
38105	Equipment Maintenance	32,000.00
38106	Equipment Purchase	2,000.00
38107	Equipment Rental	4,000.00
38108	Fuel	
38108.1	Building Fuel	2,000.00

Public Works continued

38108.2	Bus Fuel	18,000.00
38108.3	Equipment Fuel	12,000.00
38113	Sand	9,000.00
38114	Security System	325.00
38115	Tree Removal	8,000.00
38116	Mileage	200.00
38117	Office/Shop Supplies	1,300.00

Recreation

The Board discussed the Recreation Commission budget. Mr. Rose made a **MOTION** to amend the previous **MOTION** for Recreation Commission line item 39102 be given \$750 for the porta-potty fees and \$7250 be moved from this line item to 28105 Grounds Maintenance/Mowing in in Building, Grounds Maintenance budget. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

General Government

- Cell Phones – this includes phones and internet, name needs to change to Cellular Phones/Internet.
- Contracted Services – Border Study was paid out of this. Discussed Bujak Road for surveying and research still to be done.
- CIRMA - LAP 3%
- Paramedics - \$2400
- Agent for the Elderly – Roxanne St. Jean to be appointed as interim agent, current agent has been out and Mrs. St. Jean has been covering. The Board agreed it should be retroactive also.

20125	Ambulance Assessment	26,400.00
20127	Animal Control - NECCOG	7,075.00
20130	Bank Service Charges	1,400.00
20135	Cellular Phones	3,300.00
20150	Chaplin Special Needs	500.00
20152	CREW Funding	0.00
20156	Contracted Services	5,000.00
20160	Donations	200.00
20175	Eastern Highlands Health District	11,927.00
20180	Flags	350.00
20230	Insurance - Town - CIRMA	
20230.1	Agent Fees	4,800.00
20230.2	LAP - Liability, Auto, Property	TBD
20230.3	Workers' Compensation	33,000.00
20250	Legal Fees	3,000.00
20260	Municipal Agent for Elderly	1,934.75
20280	Official Records Destruction	200.00
20300		2,400.00
20350	Probate Court	722.00

General Government continued

20375	Town Counsel Retainer	9,000.00
20385	Training	200.00
20425	911 Dispatch Fees	4,661.00

3. **Personnel Matter: CONFIDENTIAL** discussion regarding a request for a change in job classifications at the library to include a wage increase for the Assistant Librarian position; subject to be discussed in **Executive Session** per General Statutes section 1-200(6)(A), upon motion and vote of the Board of Selectmen.

B. Possible action on items discussed in **Executive Session**.

No executive session was called.

4. **Adjourn:** Meeting was adjourned at 1:35pm.