

**BOARD OF SELECTMEN
REGULAR MEETING
Thursday, May 3, 2018
MINUTES**

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

Members Absent: None.

Others Present: Dick Weingart, Chairman Board of Finance; Nell DeVane; Warren Church; other residents.

1. **Call to Order:** Mr. Cunningham called the meeting to order at 7:02pm.
2. **Additions to Agenda:** None
3. **Discuss and possible action on the 2018-2019 Mowing Bids.** Mr. Cunningham read the mowing bids that were opened earlier in the day. Mr. Rose will research new companies that submitted a bid and the Board of Selectmen will have a special meeting to discuss.
4. **First Audience of Citizens:** Nell DeVane stated that she is representing Chris McKleroy and expressed his concerns with moving the old museum and that it belongs in the neighborhood of the historic district.
5. **Approve minutes of: Board of Selectmen April 5, 2018 Regular meeting minutes; Board of Selectmen Special meeting minutes of April 11, 2018 and April 18, 2018.**

Mr. Rose made a **MOTION** to approve the 4/5/18 Board of Selectmen regular meeting minutes, Mr. Pinto seconded the **MOTION**. All in favor. Motion passed.

Mr. Rose made a **MOTION** to approve the 4/11/18 Board of Selectmen special meeting minutes, Mr. Cunningham seconded the **MOTION**. All in favor. Motion passed

Mr. Rose made a **MOTION** to approve the 4/18/18 Board of Selectmen special meeting minutes, Mr. Cunningham seconded the **MOTION**. All in favor. Motion passed

6. **Communications and Reports**

A. Trooper Report – April 2018: The Board noted that Trooper Black is handling a larger percentage of calls.

B. Board Members Reports: None

C. Board of Finance Discussion: Mr. Weingart stated that the Board of Finance adopted the budget of \$8,407,506 – a 2.41% increase from current year budget. They recommend a reduction of the mill rate 1.5 mills to 33.5 mills. Currently looking at \$470,000 surplus of funds, primary reason to reduce the mill rate. There are a couple of Capital Improvement needs – North Bear Hill drainage and snow plow truck. The tax assessor and tax collector will be talking to the Board of Finance regarding the recent property revaluation in Chaplin. Mr. Weingart had also met with Board of Education and school administration twice to get a handle on the school budget. Also discussed were the unplanned special education needs and they are recommending \$76,000 to Board of Education this year. The Board of Education asked for a 4.08% budget increase but 3.5% increase was recommended. Budget packets will be printed on Monday and available at the town hall, library, senior center and also on the website. There

is a public hearing on Monday night for the RD11 budget and voting on Tuesday for the RD11 budget. Chaplin's budget for RD11 is up \$60,000 and enrollment increase of .5%. Mr. Rose stated that he applauds the Board of Finance in reducing the mill rate. Mr. Cunningham agreed that the board did a fantastic job and thanked them for their hard work.

- D. Correspondence:** Mr. Cunningham read notice from Gay St. Louis, Tax Collector, that delinquent notices just went out for real estate and personal property taxes.

Mr. Cunningham read an offer from Christopher Mckleroy that he would like to buy the old Chaplin museum for \$10,000 cash from the Town. The Board will take the offer under consideration.

- E. Building/Infrastructure:** Mr. Rose reported on a State inspection report for bridges under 20': Bedlam bridge is one of them which we will be discussing later in the agenda. South Bear Hill bridge (Cemetery Road behind the firehouse) – some patching was done a few years ago, due to the fish and active stream into the Natchaug river not sure they can do a box culvert. Goodell Road/Goodwin Brook – can be replaced with a box culvert, may take two due to the length. Mr. Pinto asked to be kept up to date due to the houses in that area and the fire department getting access to them if needed.

Mr. Rose said that Dave Stone, DPW Supervisor, got a quote to repave Singleton Road. Also, Jeff Polhemus from Eastern Highlands District, will be looking into the well issue at the library, they would like to also run a line to the Trooper office so they can share the new well.

- F. Discussion regarding Recreation Commission:** Mr. Cunningham reported that T-Ball has started.

- G. Discussion regarding the Chaplin Community and Economic Development Commission:** Mr. Rose reported that signs for the Maypole Festival were purchased and they are continuing to promote the event. Mr. Pinto said a flyer will be put up at the firehouse.

- H. Discussion regarding the Municipal Building Usage Ad-Hoc Committee:** Mr. Rose reported that officials were elected in the committee – Sandra Horning/Secretary, Bob Williamson/Chairman, Bill Rose/Co-Chair and regular member Roxanne St. Jean. Discussed at the Ad-Hoc meeting was use of the community center, library meeting room, senior center room and Garrison park. They will be meeting the 4th Thursday of the month. The committee made good progress and a couple more meeting they will have something to present.

7. New Business

- A. Tax Collector Refunds:** Mr. Cunningham made a **MOTION** to approve a tax refund to VM Credit Leasing LTD in the amount of \$526.40. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Cunningham made a **MOTION** to approve a tax refund to CAB EAST in the amount of \$260.78. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Cunningham made a **MOTION** to approve a tax refund to Sandra E Harakaly in the amount of \$78.20. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

- B. Resignations/Appointments:** Mr. Cunningham read resignations from Christopher Komuves as Deputy Registrar of Voters effective 5/5/18 and Carol Palonen as Municipal Agent for the Elderly effective 4/25/18. Mr. Cunningham made a **MOTION** to appoint the following members to the Senior Center Board of Directors, effective 5/3/18 with the terms listed below. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

Neil Muckenhoupt	Term 7/1/16 to 6/30/19
Walter Zlotnick	Term 7/1/17 to 6/30/20
Doreen Bolduc	Term 7/1/18 to 6/30/21
Marilyn Nurme	Term 7/1/16 to 6/30/19
Patricia Boyd	Term 7/1/16 to 6/30/19
Shirley Rakos	Term 7/1/17 to 6/30/20
Carol Linkkila	Term 7/1/17 to 6/30/20

Mr. Rose asked Mr. Cunningham about his resignation letter. Mr. Cunningham stated he will turn it in on Monday.

- C. Discussion regarding the Bedlam Road bridge project.** Mr. Rose reported that the Town just received a packet from the State regarding the bridge and its condition – he will review and report back to the board.

8. Old Business

- A. Update from Matthew Cunningham regarding his ability to put time in to properly do the job of the First Selectman.** (see above)
- B. Discussion and possible action to determine propane supplier for Town buildings.** Mr. Rose reported that the Town attorney submitted a letter to AmeriGas, they are forwarding to their legal department. He talked to Osterman to see if they could match state bid price. Before they were within pennies the first time we talked to them, if we don't get a response from AmeriGas he will call Osterman Monday and have AmeriGas stop. We own the tanks and can have anyone fill them.
- C. Discussion regarding municipal equipment auction.** Mr. Cunningham reviewed what items were sold, the ones that didn't will be scrapped.
- D. Discuss the Town of Chaplin's 2018 Grand List Revaluation conducted by Vision Government Solutions, Inc.** The evaluation on the schools and municipal buildings are complete, still doing resident appointments.
- E. STEAP Grant (North Bear Hill Bridge and Drainage Projects):** Mr. Rose reported on a meeting today – project is behind schedule due to flooding. Also, there were issues with public utilities moving power. The poles belong to Frontier – they must put poles in first, Eversource moves power, utilities are behind holding up project. Contractor needs schedule from utility company so they can work around it; now we are paying more consulting/engineering work.

Regarding the North Bear Hill drainage project, we waited for engineer to call back, not sure it was a good idea to go to NECCOG. Mr. Cunningham talked to Joe Theroux, Inland/Wetlands Agent about pond, he doesn't feel pond will give way and wash out. Mr. Theroux talked to an engineer, and overflow is way undersized.

- F. Status of the solar panels at the Volunteer Firehouse, Senior Center/Library buildings.** Mr. Rose went to Historic District Commission public hearing, they approved installation. The Town building inspector should have been more informative to First Selectmen regarding permits. Mr. Pinto received a \$6500 quote to move condensers. They still have to

see the first bill since the solar panels were turned on, even though it is currently cranking out a lot of power on the meter at the library, there are still leaves on the trees.

- G. Discussion regarding handicapped access at the Senior Center:** The handicapped access is done, security screen/door came in and the DPW staff can install. The ramp on the library side is a mess and needs concrete work. They will get quotes and see if it needs to go out to bid.
 - H. Status of Chaplin Museum and William Ross Library re-location:** Mr. Rose stated that the museum and Ross library were taken off of the Town meeting agenda so a more concentrated discussion can take place regarding these items. Mr. Cunningham stated that the appraiser has not been out yet and he will follow-up next week.
 - I. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.** Mr. Rose met with Helen Weingart and Leslie Ricklin to show him where they would like the garden for the bicentennial celebration and if there is a conflict where the museum would go if it is moved in the future.
 - J. Discuss All Pending and New FOI Requests:** None
 - K. Human Resources Updates/Changes:** None
 - L. Discussion regarding the Department of Public Works:** Mr. Rose updated that board that the DPW crews are sweeping streets, getting quotes for paving projects, and setting up dates to start union negotiations but first will meet with union reps.
 - M. Discussion regarding Public Safety and Resident Trooper Program:** Mr. Pinto stated that Scotland reached out to Chaplin and Hampton regarding a tentative proposal to share ambulance paid services. Also, Scotland made comments that Hampton/Chaplin having troubles getting out for services which is not true; some staffing issues but they still get out. There was a tentative deal with Willimantic but they said no to Scotland. Mr. Cunningham read Jim Randall's request for EMT services. Mr. Pinto recommends a skilled EMT/firefighter if we were to hire. The Board discussed what would be a good plan for staffing. Also discussed was patient billing and that it should be looked into. Mr. Pinto will set something up with Ben Brockett, Chaplin/Hampton Ambulance and Noel Waite, Deputy Fire Marshal. Also discussed were grants for staffing.
 - N. Discussion regarding leasing space in the Old Post Office Building.** Not a lot of work being done on the building now, maybe after summer.
 - O. Discuss and possible action to upgrade to the online version of QuickBooks accounting software.** The Town received a free upgrade, this is all set.
 - P. Discuss and possible action regarding the Annual Town meeting:** Posting of the legal notice was sent to chronicle on Wednesday.
- 9. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.**
- Warren Church has concerns regarding the trails and inlet at Darling pond - erosion in trench. Had some rains, cleared out culvert entrance, damming up. Trench started forming about 10 years ago – needs a little attention. It was mentioned that Joe Theroux was looking into it to be sure we can disturb the site. He can also assess if it is town property, if it is does blanket permit for repairs or go through wetlands permitting process. If it doesn't then it will fall under our standard permit.

Tip Garrett, Animal Nuisance Trapper for the beavers has been unavailable so Richie Shank needs to sign new agreement to work with town.

Dick Weingart asked about status of membership with CCM (CT Conference Municipalities) and COST (CT Council of Small Towns). COST invoice was not paid this year and the Board of Finance has gone to workshops. The BOF made a motion to emphasize to the BOS we need to pay dues for current fiscal year. Also included next year's budget to join both organizations. Mr. Cunningham made a **MOTION** to bring COST membership up to date and maintain membership for 2018-19 year for both COST and CCM. Mr. Rose seconded the **MOTION**. All in favor.

10. 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
- Discussion regarding the Municipal Building Usage Ad-Hoc Committee

New Business

- Tax Collector Refunds
- Resignations/Appointments

Old Business

- Discussion and possible action to determine propane supplier for Town buildings.
- Discuss the Town of Chaplin's 2018 Grand List Revaluation conducted by Vision Government Solutions, Inc.
- North Bear Hill Bridge Project (STEAP Grant)
- North Bear Hill Drainage Project
- Discussion regarding the Bedlam Road bridge project.
- Status of the solar panels at the Volunteer Firehouse, Senior Center/Library buildings.
- Status of old Chaplin Museum
- Status of William Ross Library
- Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.
- Discuss All Pending and New FOI Requests: None
- Human Resources Updates/Changes: None
- Discussion regarding the Department of Public Works
- Discussion regarding Public Safety and Resident Trooper Program
- Discussion regarding leasing space in the Old Post Office Building.

11. Date, time, and place of next meeting (June 7, 2018 @ 7:00pm @ the Town Hall)

12. Adjourn: Meeting adjourned at 8:53pm

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