

BOARD OF SELECTMEN
Chaplin, Connecticut
April 11, 2019
SPECIAL MEETING
Minutes

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

Members Absent: Matthew Cunningham, Selectman

Others Present: Suzanne Gluck, Administrative Assistant; Dick Weingart, Chairman/Board of Finance; Will Hooper, Board of Education; Jim Randall, Emergency Management Director.

1. **Call to Order:** Meeting was called to order at 7:00pm
2. **Discuss and Possible action regarding the FY2019-20 Mowing Bids.** Mr. Rose read the tabulation sheet from the bids received earlier in the day (see attached). He will review references, equipment lists, and full bids next week.
3. **First Audience of Citizens:** Mr. Randall requested road signs for Cavanaugh and Ross roads so that emergency services can find them easily. Mr. Pinto agreed they should install signs. Mr. Rose will work with DPW supervisor to get costs to install.
4. **Approve minutes of Board of Selectmen regular meeting minutes on March 7, 2019:** Mr. Rose made a **MOTION** to approve the Board of Selectmen regular meeting minutes from March 7, 2019. Mr. Pinto seconded the **MOTION**. Discussion: A correction to agenda item 5e was discussed regarding grants. Mr. Rose amended the **MOTION** to approve the Board of Selectmen regular meeting minutes from March 7, 2019 with correction to 5E stating that we had a STEAP grant years ago for Bedlam bridge but none at this time. Also, we applied to the Federal Bridge program for repairs to England Road Bridge, we are now applying for a full replacement of the bridge. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
5. **Communications and Reports**
 - A. **Trooper Report:** Mr. Rose reported that Trooper Black has retired, and Trooper Daryl Manbeck is temporarily assigned to Chaplin. The statistics report for March doesn't show all the detail of the calls, but the total number of calls handled is accurate.
 - B. **Board Members Reports:** Mr. Rose stated there will be a special board meeting in the next two weeks to approve the Annual Town meeting agenda. He hopes to have a few ordinances in place to vote on at the meeting – snow removal, fines for open burning, discontinue a portion of Old Hampton Road. For the road closure it will not interfere with residents getting to their home, the closing is to block access to a 50-year-old bridge and to save the town money repaving.
 - C. **Board of Finance Discussion:** Mr. Weingart reported that the BOF had some questions regarding the Fire Marshall's budget to be addressed at the next budget workshop. Also discussed were questions regarding the increase in budget at Parish hill specifically Central Office expenses. The allocation formula for Chaplin portion is in question. The RFP Committee (Request for Proposal) will be meeting on 4/22 to finalize who will be the auditors for next year.
 - D. **Correspondence:** None
 - E. **Building/Infrastructure:** No update

6. New Business

- A. Tax Collector Refunds:** One refund submitted by the Tax Collector, but it is not clear the exact amount for the refund. Tabled.
- B. Resignations/Appointments: Resignation – Patricia Boyd, Senior Center Board of Directors. Appointments – Lisa Kegler and Cathy Dietrichsen, Senior Center Board of Directors:**
1. Mr. Pinto made a **MOTION** appoint Josh Walmsley as an alternate member to the Economic Development Commission with a term from 2/2/18 to 2/1/21. Mr. Rose seconded the MOTION. All in favor. MOTION passed.
 2. Mr. Pinto made a **MOTION** appoint Arielle Rose Walmsley as an alternate member to the Economic Development Commission with a term from 2/2/19 to 2/1/22. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
 3. Mr. Pinto made a MOTION to appoint Ann Lewis as a regular member to the Economic Development Commission with a term from 2/2/19 to 2/1/22. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
 4. Mr. Pinto read the resignation from Patricia Boyd from the Senior Center Board of Directors effective 4/2/19.
 5. Mr. Pinto made a **MOTION** to appoint Lisa Kegler as a regular member of the Senior Center Board of Directors with a term of 7/1/18 to 6/30/21. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
 6. Mr. Pinto made a **MOTION** to appoint Cathy Dietrichsen as a regular member of the Senior Center Board of Directors with a term of 7/1/18 to 6/30/21. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
 7. Mr. Pinto made a **MOTION** to appoint William Hooper as Deputy Emergency Management Director effective 4/11/19. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
- C. Human Resources:** No updates
- D. Discuss and possible action to sponsor a Town Meet & Greet on 5/18/19 at the Volunteer Firehouse.** Mr. Rose stated that town residents will be gathering at the fire department for a Chaplin Meet and Greet. The Board agreed this would be a good event for the community. Mr. Rose made a **MOTION** to approve the Board of Selectmen to sponsor the Town Meet & Greet on 5/18/19 at the Volunteer Firehouse. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
- E. Discuss and possible action to sponsor UCONN T2 Training on 5/28/19 at the Firehouse.** By sponsoring this training, the town will receive \$3000 of safety equipment. Mr. Pinto made a **MOTION** to sponsor the UCONN T2 Work Safety Training program on 5/28/19 at the Volunteer Firehouse. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
- F. Discuss and possible action to declare Town equipment:** Mr. Rose stated that the zero-turn mower was declared in the fall for an auction but didn't sell. He would like to sell on Craigslist seeing there is no other equipment at this time to hold an auction. Mr. Pinto made a **MOTION** to re-declare the Hustler 4600 Excell 12' wing zero turn lawn mower w/Kubota diesel Model #925008 Serial# 6060428 and to post on Craigslist for \$3000 or best reasonable offer. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

7. Old Business

- A. STEAP Grant (North Bear Hill Bridge):** Mr. Rose reported that the contractor for the bridge did not pay sub-contractors on this job. We have about \$90,000 retainage and outstanding \$16,000, we are holding payments until they pay subcontractor about \$300,000. Bonding company for Mattern Construction has sent town correspondence that all future payments should go to the bonding company and not Mattern. Federal job requires to hire minority contractors which weren't paid, clause in contract states the Town is responsible for these. The Town Attorney is reviewing.

- B. Discussion regarding England Road Bridge Project:** Application submitted for Federal grant, next step is with engineers to get a cost of the project.
- C. Discussion regarding North Bear Hill Drainage Project:** Mr. Rose is reviewing the bid documents, some discrepancies regarding scale wages – once resolved hope to start the bidding process soon to have a start date of 7/1/19. Project should take approximately 4 months.
- D. Discussion regarding Bedlam Road Bridge Project:** Mr. Rose contacted engineers.
- E. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022:** We currently have two volunteers – Dick Weingart and Warren Church. We sent out another request via Google groups email to the residents in hopes of more volunteers.
- F. Discuss All Pending and New FOI Requests:** None
- G. Discussion regarding the Department of Public Works:** The crew is currently sweeping. We are down one worker due to workman's comp and he should be returning soon.
- H. Discussion on Hampton/Chaplin Ambulance Corp.:** Ben Brockett from Hampton/Chaplin Ambulance Corp is working on an Emergency Medical Services plan but no update on the contract and ambulance options yet.
- I. Discussion regarding the move of the Emergency Command Center:** Mr. Randall reported he has been busy and no updates at this time. Mr. Rose suggested getting together with Mr. Randall, Will Hooper, Rick Nichols, and the BOS to discuss plans. Mr. Randall informed the Board that any construction work being done at the school DEHMS now needs to be notified.

- 8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.** Mr. Randall reported that there are funds from DEHMS for light towers. Mr. Rose stated that at the summer fireworks display these will be used.

9. Agenda Suggestions for next meeting

Communications and Reports

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

New Business

Tax Collector Refunds
Resignations/Appointments
Human Resources

Old Business

STEAP Grant (North Bear Hill Bridge)
Discussion regarding England Road Bridge Project
Discussion regarding North Bear Hill Drainage Project
Discussion regarding Bedlam Road Bridge Project
Discuss tentative plans to celebrate Chaplin Bicentennial in 2022.
Discuss All Pending and New FOI Requests
Discussion regarding the Department of Public Works
Discussion on Hampton/Chaplin Ambulance Corp.
Discussion regarding the move of the Emergency Command Center

Mowing Bids to be discussed at the next Special Board of Selectmen meeting to be scheduled.

10. Date, time, and place of next meeting: May 2, 2019 @ 7:00pm @ the Town Hall

11. Adjourn: Meeting adjourned at 8:08pm

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

Surplus Equipment List Declaration

Board of Selectmen – Special Meeting

April 11, 2019

| LOT# | ITEM |
|------|--|
| 1 | Hustler 4600 Excell 12' wing zero turn lawn mower w/Kubota diesel Model #925008 Serial# 6060428 – runs good |

**TABULATION SHEET FOR MOWING BIDS - Town Hall/Garrison Park/Cemeteries
FOR THE TOWN OF CHAPLIN
FY 2019-2020**

| COMPANY | BID AMOUNT |
|-----------------------------------|--|
| Custom Cut Landscaping LLC | Town Hall/Garrison Park: 13,200.00 |
| | Optional Bid/Baseball Diamonds: 1,600.00 |
| | Cemeteries: 9,200.00 |

| COMPANY | BID AMOUNT |
|--|---------------------------------|
| Preston Family Property Maintenance | Town Hall/Garrison Park: |
| | Optional Bid/Baseball Diamonds: |
| | Cemeteries: 5925.00 |

| COMPANY | BID AMOUNT |
|-------------------------------------|--|
| D and D Property Maintenance | Town Hall/Garrison Park: 9,700.00 |
| | Optional Bid/Baseball Diamonds: 1,800.00 |
| | Cemeteries: 8,500.00 |

| COMPANY | BID AMOUNT |
|--------------------------------------|--|
| Bob's Lawn & Yard Service | Town Hall/Garrison Park: 12,200.00 |
| | Optional Bid/Baseball Diamonds: 3,500.00 |
| | Cemeteries: 8,050.00 |

| COMPANY | BID AMOUNT |
|---------------------------|--|
| A Sharper Edge LLC | Town Hall/Garrison Park: 9,000.00 |
| | Optional Bid/Baseball Diamonds: 1,500.00 |
| | Cemeteries: |

| COMPANY | BID AMOUNT |
|----------------|---------------------------------|
| | Town Hall/Garrison Park: |
| | Optional Bid/Baseball Diamonds: |
| | Cemeteries: |

| COMPANY | BID AMOUNT |
|----------------|---------------------------------|
| | Town Hall/Garrison Park: |
| | Optional Bid/Baseball Diamonds: |
| | Cemeteries: |

| COMPANY | BID AMOUNT |
|----------------|---------------------------------|
| | Town Hall/Garrison Park: |
| | Optional Bid/Baseball Diamonds: |
| | Cemeteries: |