

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, June 6, 2019
MINUTES**

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

Members Absent: Matthew Cunningham, Selectman

Others Present: Richard Weingart, Chairman Board of Finance; William Hooper, Board of Education/Emergency Preparedness Assistant Director; Jim Randall, Emergency Preparedness Director.

1. **Call to Order:** 7:04pm
2. **Additions to Agenda:** None
3. **First Audience of Citizens:** Mr. Weingart asked if the bi-centennial committee will be starting in September. Advertising for the event was discussed to include electronic signage for the town that can be used for all events. Mr. Rose stated after summer things will move forward.
4. **Approve minutes of Board of Selectmen Special meeting minutes on May 9, 2019.** Mr. Pinto made a **MOTION** to approve the Board of Selectmen Special meeting minutes on May 9, 2019. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.
5. **Communications and Reports**
 - A. **Trooper Report:** No report available for May. Discussion regarding numbers on the reports and total calls. Mr. Rose will get clarification on the report.
 - B. **Board Members Reports:** Mr. Rose reported on the building leased by NECCOG owned by Town of Killingly and they want to sell it. John Filchak working on bill at Capitol to allow the COG's to borrow money, bill was passed. Financing has been arranged and payment will be about the same as what was being paid for rent. Each Town will own part of the building.

Mr. Rose discussed historical Chaplin pictures that Victor Boomer will be gathering to hang in Town hall to help update the décor.

Mr. Rose discussed the July fireworks display that the Recreation Commission is putting on. We are working with fire marshal, need to determine parking areas and what is needed for trooper support.

Mr. Rose has been working with Will Hooper, Jim Randall, and DEHMS regarding the Town's emergency operations plan. It is an extensive template to work on and will finalize soon
 - C. **Board of Finance Discussion:** Mr. Weingart stated that the Town budget passed, and mill rate was set. The Tax Collector will process tax bills. Mr. Weingart discussed tax revenue report. The Board of Finance will be meeting Monday night to finalize end of fiscal year odds and ends. Tax collector has a suspense list of uncollectable taxes which moves from active levy to suspended (items that have gone through collection, mostly motor vehicle). State budget passed, about \$185,000 beyond what we budgeted in additional funds. Val Garrison, Financial Manager, has been working on Annual Financial Report; it is very comprehensive. The BOF will be working on a BOF handbook.

Mr. Rose spoke about Sustainable CT and garbage recycling flyers that will be in the tax bills which will get points for us. Also, School Readiness Council is looking for volunteers, parents, counselors, etc.

D. Correspondence: None

E. Building/Infrastructure: Mr. Rose reported on receiving quotes for a split HVAC system at Town Hall, they are less than \$7000. He discussed details – 3 heads installed, main offices and lobby. They will keep window air conditioners in Tuesday night offices. This will be heat and air conditioning system.

He is also waiting on quotes for repair to gable ends of Town Hall. The paint is peeling off the siding and it was recommended to replace the siding in these areas.

6. New Business

A. Tax Collector Refunds: None

B. Resignations/Appointments: Mr. Rose stated that the Senior Center Assistant position has been offered to Lisa Kegler. Training will begin ASAP so she can cover when the Sr Ctr Director is out during the summer. They will exceed the 3 hours a week to get training complete sooner than later. Mr. Pinto made **MOTION** to accept Lisa Kegler as the new Senior Center Director Assistant. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed. Evaluations were completed for some town employees and a couple more to do. Regarding the employee review for librarians – as discussed with some members of the Library Board, as town employees they will get reviews from the First Selectman which will include input (appendixes) from the Library Board of Trustees. This will be the same for Senior Center Board of Directors and Senior Center Director evaluation.

C. Discuss and possible action regarding a fee schedule for the Fire Marshal Inspection and Fee Ordinance. Mr. Pinto made a **MOTION** to accept the fee schedule for the Fire Marshal Inspection and Fee Ordinance. 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 Town is ready to release contractor from the project, wrapping things up. There was some washout in culvert, fixed once per engineer recommendations and eroded again. ConnDOT paid for the first fix but won't for the second; a heavier rip rap is needed.

B. Discussion regarding England Road Bridge Project: Mr. Rose met will engineer. Not a fire drill but working on it.

C. Discussion regarding North Bear Hill Drainage Project: Project out for bid, some contractors picked up packets. Pre-bid meeting coming up and all bids due on 6/25.

D. Discussion regarding Bedlam Road Bridge Project: We will apply for local bridge program. \$4000 application fees which includes engineer work to get specifications asked in the application to the State.

E. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022: Already discussed.

F. Discuss All Pending and New FOI Requests: None

G. Discussion regarding the Department of Public Works: We are in the process of receiving paving and shimming requests for proposals (RFP).

- H. Discussion on Hampton/Chaplin Ambulance Corp.:** Supposed to meet with Ben Brockett, Hampton BOS, Chaplin BOS but it was rescheduled. There are concerns with the ambulance and that it is due for replacement and we need to finalize a new contract.
- I. Discussion regarding the move of the Emergency Command Center:** Mr. Randall stated additional information was added and hopes next week they will get together. Mr. Hooper received updated bid and waiting on a few more. He will follow up with phone calls; should get moved before hurricane season. Mr. Hooper also discussed concrete specs.
- J. Discussion regarding a State project to install horizontal alignment warning signs on State owned roads in Chaplin.** Bill Rose stated the consensus from the towns there wasn't a need for a public hearing for signs on state roads, it wont stop the state from installing the signs. More informational meeting.
- 8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.**
Mr. Randall asked where the NECCOG animal center will be moved to. Mr. Rose stated it will be staying at the current location and probably be expanded to include a visiting room, more kennels, and cat area.
- 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
- Old Business**
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
- 10. Date, time, and place of next meeting (July 11, 2019 at 7:00pm, Chaplin Town Hall).**
- 11. Adjourn:** 8:15pm

*Respectfully submitted by
Suzanne Gluck, Administrative Assistant*