

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, August 1, 2019
MINUTES**

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

Members Absent: Matthew Cunningham, Selectman

Others Present: Jim Randall, Emergency Preparedness Director; Bill Jordan, Resident; Suzanne Gluck, Administrative Assistant.

1. **Call to Order:** Meeting was called to order at 7:01pm
2. **Additions to Agenda:** Mr. Rose added "and Board of Selectmen regular meeting minutes from June 6, 2019" to agenda item #4.
3. **First Audience of Citizens:** Mr. Randall informed the board that a new AED device has been installed at the Fire Department.

Mr. Jordan wanted to follow up with the Board regarding the removal of tires located on his property – many of these were used at the mud runner event. He is willing to contribute to the cost to remove them. Mr. Rose will have Dave Stone, DPW Supervisor, see how many tires there are and to determine the best option to remove them.

4. **Approve minutes of:** Board of Selectmen special meeting minutes on July 16, 2019 and regular meeting minutes from June 6, 2019. Mr. Rose made a **MOTION** to approve the 6/6/19 BOS regular meeting minutes. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed. Mr. Rose made a **MOTION** to approve the 7/16/19 BOS special meeting minutes. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

5. **Communications and Reports**

A. **Trooper Report:** There is no report for July but will have it for the next meeting.

B. **Board Members Reports:** Mr. Pinto reported on the Fire Department Golf Tournament, this has been the best year yet, raised \$4000.

Mr. Rose reported on a newsletter he sent out via Google Groups and he received a good response. The letter gave an update on the fireworks, North Bear Hill Road drainage project, tree work and the upcoming bicentennial celebration.

C. **Board of Finance Discussion:** Mr. Rose stated the Mr. Weingart, BOF Chairman, was unable to attend but sent a note for the Board. The next BOF meeting they will discuss salary increase for DPW Supervisor and also overages in the budget for DPW and sanitation accounts. He also reported that a preliminary audit meeting will be taking place on 8/8 and the auditors will also be reviewing the financial procedures manual.

D. **Correspondence:** None at this time.

E. **Building/Infrastructure:** Mr. Rose reported that a request for proposal (RFP) for the Town Hall sidewalk project was sent out and posted to the website and so far, none were turned in. He did receive 3 quotes for replacement/repair of trim and siding at Town Hall. He signed a contract with the contractor with the lowest/best proposal and work to start this month. Also, the generator room needs repair on rotting boards and the HVAC system has been installed in Town Hall.

Mr. Rose gave an update on the North Bear Hill Road drainage project. The contractor, Earth Dynamics, started test pits. It turns out flagging is part of the contract which saved the town an additional \$10,000. The contractor will give us 2 days' notice if road is going to be closed.

The Board also discussed the tree work from Eversource being done by Asplundh – there have been complaints regarding the crews and that they don't seem to be working very hard and hanging around, wasting time. Mr. Pinto will follow through with the Eversource liaison.

6. New Business

A. Tax Collector Refunds: Mr. Pinto made a **MOTION** to approve a refund due to overpayment of taxes to Toyota Lease Trust for the amount of \$209.95 and \$328.25. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

B. Resignations/Appointments: None

7. Old Business

A. Discussion regarding England Road Bridge Project: No update

B. Discussion regarding North Bear Hill Drainage Project: Mr. Rose reported that survey flags are in place, test holes dug, some blasting to be done, mostly trench. Earth Dynamics to continue with updates when blasting will take place - we will notify residents via Google Groups email, notices, website, etc.

C. Discussion regarding Bedlam Road Bridge Project: We are waiting on engineering report before we can apply for a grant.

D. Discuss tentative plans to celebrate Chaplin Bicentennial in 2022: Another email went out on 7/27 looking for volunteers, members so far: Dick Weingart, Bob Grindle, Leslie Ricklin, and Warren Church. Mr. Rose will contact the group to schedule a meeting.

E. Discuss All Pending and New FOI Requests: None.

F. Discussion regarding the Department of Public Works: Mr. Rose reported that there is an oil leak in the mower. We also have a contractor working to help with the projects while staff is out – the regular staff is out this coming Monday and Tuesday. If there is a tree issue we can contact one of the tree contractors we work with.

G. Discussion on Hampton/Chaplin Ambulance Corp: Mr. Rose, Mr. Pinto, Mr. Cahill/Hampton First Selectman, Mr. Syme/Scotland First Selectman, and Bob Hollingsworth (he did report for NECCOG on first responder care) were invited by Ben Brockett Hampton/Chaplin Ambulance to discuss the status of the ambulance and the possibility of shared ambulance/personnel services. We will run some scenarios on first responder care by Mr. Hollingsworth to get his opinion and the Town's hope to have a plan in place by the December holidays.

H. Discussion regarding the move of the Emergency Command Center: Mr. Rose stated that Will Hooper received quotes from J&S and Marcus Communications. We have prints on the foundation, concrete work and DPW can excavate the area. J&S recommended attaching antenna to building but Marcus Communication advised against this as it could do damage if pulled off of building and it could be a safety issue, they recommend a free-standing unit. Their

quotes were \$6500 with materials and \$6200 with labor and project management fees. Hope to firm this up and clarify some of the quotes in the next couple of weeks.

I. Discussion regarding shared services with the Town of Windham: Mr. Rose reported that he received a draft agreement today from the Town of Windham for Building Inspection services. We need to have the Town attorney and insurance company review first but would like a motion tonight to sign once approved by CIRMA and our attorney. Mr. Pinto made a **MOTION** to give Mr. Rose permission to sign an agreement with the Town of Windham for Building Inspection services once reviewed and approved by CIRMA and the Town attorney. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion. Mr. Randall suggested notifying Algonquin gas station when blasting will take place at North Bear Hill Road for the drainage project. The Board agreed that the blasting is a long distance away and it wouldn't be necessary. Mr. Randall also stated that if there was no statistic report from the Resident Trooper does that mean the Town does not have to pay him? Mr. Rose stated that he worked, and he will be paid – we will get a report for the next meeting to review. Mr. Randall asked what will happen to the current Trooper office if we contract with Windham – museum maybe, Planning and Zoning was going to move over at one time. Mr. Rose stated that museum is possible but Planning and Zoning will stay at Town hall close to the vault.

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
Discussion regarding shared services with the Town of Windham.

10. Date, time, and place of next meeting (September 5, 2019 at 7:00pm, Chaplin Town Hall).

11. Adjourn: Meeting adjourned at 8:59pm.

*Respectfully submitted by,
Suzanne Gluck, Administrative Assistant*