

**BOARD OF SELECTMEN
Chaplin, Connecticut
January 16, 2020
SPECIAL MEETING
Minutes**

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

Members Absent: None

Others Present: Allan Cahill, Hampton First Selectman; Bob Grindle, Hampton Selectman; others.

1. **Call to Order:** Meeting was called to order at 4:03pm.

2. **Discuss and possible action regarding ambulance services for the Town of Chaplin.** After looking at different options for regional services, the Board of Selectmen received sound proposals, but some issues arose working with area towns due to contracts they already had in place. Mr. Rose stated that he believes the contract with Willimantic is the most viable option for Chaplin. Mr. Pinto agreed. They received a draft contract which may need tweaking and we can also get a presentation from Willimantic. The Board discussed the PSA needed in Town in order to continue with ambulance services. Also discussed was Hampton Chaplin Ambulance which currently holds the PSA but there are some questions regarding their current license renewal to run the ambulances, they never renewed their license. Mr. Rose felt that we could have Willimantic services in place by March 1st. He will have the Town Attorney review the contract first before signing. Mr. Pinto made a **MOTION** to allow Mr. Rose permission to sign a contract for ambulance services with Willimantic after updates to contract are made. Mr. Fortier seconded the **MOTION**. No further discussion. All in favor. **MOTION** passed.

3. **Discuss and possible action regarding a new hire for the Department of Public Works full-time vacant position.** Mr. Rose stated that the position was advertised approximately 2 ½ weeks ago. We received 9 applications which were narrowed down to 3 candidates for interviews. Mr. Rose and Dave Stone, DPW Supervisor conducted the interviews and agreed that Jake Garrison should be offered the position. He holds a CDL Class A license, has experience plowing, sanding, and excavation. This job offer is pending a pre-employment drug test. Mr. Pinto made a **MOTION** to hire Jake Garrison pending the drug test as the new full-time DPW Laborer/Truck Driver/Operator. Mr. Fortier seconded the **MOTION**. No further discussion. All in favor. **MOTION** passed.

4. Discuss and possible action regarding the Criminal History Record Information (CHRI) Proper Access, Use and Dissemination

Procedures. Mr. Rose explained that this policy is necessary to be compliance with FBI Background checks (currently for pistol permits). Mr. Rose made a **MOTION** to approve the Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures. Mr. Fortier seconded the **MOTION**. No further discussion. All in favor. **MOTION** passed.

5. Resignations and appointments.

Appointments:

Eastern Regional Tourism District/Karen Carrancio. TABLED

Bruce Raymond was appointed as the Democratic Deputy Registrar by Ann Lewis, Democratic Registrar. No action needed, informational only.

Mr. Fortier made a **MOTION** to appoint William H. Rose IV as an alternate member to the Economic Development Commission for a term of 2/2/20 to 2/1/23. Mr. Pinto seconded the **MOTION**. No discussion. All in favor. **MOTION**. Passed.

Mr. Fortier made a **MOTION** to appoint Ann Chuk as a regular member to the Economic Development Commission for a term of 2/2/20 to 2/1/23. Mr. Pinto seconded the **MOTION**. No discussion. All in favor. **MOTION**. Passed.

Mr. Fortier made a **MOTION** to appoint Leslie Ricklin as a regular member to the Economic Development Commission for a term of 2/2/20 to 2/1/23. Mr. Pinto seconded the **MOTION**. No discussion. All in favor. **MOTION**. Passed.

6. Human Resources. The Board reviewed changes to employee handbook. When the book was revised the last time the 90-day probational employee section was missed and now re-added. Also discussed was how the vacation is awarded. At one time is was awarded by weeks for time served then changed to days. This became complicated due to employees working different hours in a work week; therefore, it is being changed back to time given in weeks for vacation. Mr. Pinto made a **MOTION** to amend these two sections in the employee handbook. Mr. Fortier seconded the **MOTION**. No discussion. All in favor. **MOTION** passed.

7. Adjourn: Meeting adjourned at 4:31pm.

*Respectfully submitted by,
Suzanne Gluck, Administrative Assistant*