

**BOARD OF SELECTMEN**  
**Chaplin, Connecticut**  
**July 23, 2020**  
**Special Meeting**  
**Town Hall/Remote Meeting**  
**Minutes**

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

**Members Absent:** None

**Others Present:** Suzanne Krodel, Administrative Assistant.

**Remote Dial-in:** Richard Weingart, Chairman/Board of Finance.

1. **Call to Order:** Meeting was called to order at 4:32pm.
2. **First Audience of Citizens:** None
3. **Discuss and possible action on a resolution with State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security.** Mr. Pinto made a **MOTION** to approve the resolution with the State of CT Dept of Emergency Services and Public Protection, Division of Emergency Mgt and Homeland Security. Mr. Fortier seconded the **MOTION**. All in favor. **MOTION** passed.
4. **Discuss and possible action regarding STEAP funding:** Mr. Rose explained the STEAP grant funding and that it will not be enough to fund the bridges and it was suggested to fund a COVID-19 related project therefore he is presenting quotes for an electronic message sign. Quotes were reviewed and the Board will need to ask the Board of Finance for an additional \$20,000. Mr. Weingart stated that he will present the request at the next Board of Finance meeting. Mr. Pinto made a **MOTION** to approve the application for a STEAP grant for a Programmable Electronic Sign to keep residents informed of Public Safety & Quality of Life Information. Mr. Fortier seconded the **MOTION**. Mr. Weingart stated that he will need something in writing from the Board of Selectmen. Mr. Pinto amended the **MOTION** to approve the application for a STEAP grant for a Programmable Electronic Sign to keep residents informed of Public Safety & Quality of Life Information and to send a letter to the Board of Finance requesting additional funds. Mr. Fortier seconded the amended **MOTION**. All in favor. **MOTION** passed.  
  
Mr. Rose explained that they also need to approve an Opt-in letter to be sent to the State/Office of Policy Management in order to retain its designation as a STEAP opt-in town for another four years. Mr. Fortier made a **MOTION** to approve the Opt-in letter to the State of CT/Office of Policy Management to retain its designation as a STEAP opt-in town for the next four years. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.
5. **Board member reports:** Mr. Rose reported that donations for the Arboretum project has exceeded its goal. The extra funds will be used in Phase II of the project.

Correspondence was received from DEEP regarding a webinar to assist towns in implementing an ordinance for residents to not feed the bears. Mr. Rose stated that all ordinances have to be passed at a town meeting, therefore they will look at this at a later date.

A letter from Emergency Preparedness Director, Jim Randall, was read to the board suggesting the towns of Chaplin and Hampton partner together and survey the members first for EMT and firemen jobs to provide 24/7 coverage.

Mr. Rose stated that we still don't have an emergency Recovery Manager and today was the deadline. He did reach out to the town of Hampton about sharing one but didn't hear back from them. This appears to be a full-time position. For now, this is tabled, in the meantime, Mr. Rose will respond to NECCOG. Mr. Fortier stated that we may need some recovery assistance for the school if at some point in time they need additional resources. Mr. Rose will talk to Ken Henrici, Superintendent, to see if the Facility Manager would be a good person for this.

Mr. Pinto brought up concerns regarding issues at Diana's Pool – excess garbage and parking problems. The Board discussed options to prevent people from blocking the private driveway and town road especially if emergency vehicles need to get through. The Resident Trooper has also been dealing with a lot of issues there and ticketing people. Some parking is available in the fire department parking lot and Mr. Pinto suggested clearly marking what spots are available, so the bays do not get blocked. He is also seeing a lot of garbage being dumped in the firehouse parking lot. The Board agreed this problem has escalated and something needs to be done about it.

**6. Appointments and resignations:**

Mr. Pinto made a **MOTION** to appoint Diane Cox/regular member and Leslie Ricklin/alternate member to the Historic District Commission with a term of 9/1/20 to 8/31/25. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Pinto made a **MOTION** to appoint Shirly Rakos/regular member, Walter Zlotnick/regular member, Ann Lewis/alternate member, Carol Rose/alternate member, and Ellen Gillon/alternate member to the Senior Center Board of Directors with a term of 7/1/20 to 6/30/23. Mr. Rose seconded the **MOTION**. All in favor. **MOTION** passed.

**7. Surplus Equipment:** Mr. Rose explained that we have been renting a screener for materials costing \$1500 a week and the contractor is interested in swapping services in exchange for the town owned side bucket that we are not using. Mr. Pinto made a **MOTION** to declare the 108" Caterpillar side dump bucket with CAT I.T. quick connect hooks MODEL 416DIT as surplus equipment and to trade the bucket for screener rental services. Mr. Fortier seconded the **MOTION**. All in favor. **MOTION** passed.

**8. Building/Infrastructure:** Mr. Rose reported that not a lot is going on right now. Starting 8/4 remodeling of the kitchen at Town Hall with begin. Mr. Pinto stated they are getting a new muffler for the generator.

**9. Discussion regarding the England Road Bridge Project:** Mr. Rose reported that the England Road bridge project is progressing quickly. It will still take a few years before we need funding. The State is 100% reimbursable if you use their grant. We may be looking at approximately \$600,000 to \$700,000 the Town will need to have in order to apply for the grant. We may have to bond the project to move forward. Mr. Rose explained the design management program that CTDOT will administer project design activities and utilize state funds to finance the twenty percent (20%) matching share of the eighty percent (80%) federal share of design costs. Mr. Rose made a **MOTION** to move forward with the design management program with CTDOT for the England Road bridge. Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

- 10. Discussion and possible action regarding Request for Bid Proposal – Town Hall Parking Lot Paving:** Mr. Pinto made a **MOTION** to award the bid to Pinecroft for \$47,000. Mr. Rose seconded the **MOTION**. Discussion: Mr. Rose stated that the low bid was very low, and he talked to Pinecroft to confirm they understood the scope of the job. They confirmed their numbers and have a clear understanding of what the job entails. All in favor. **MOTION** passed.
- 11. Discussion regarding COVID-19:** Mr. Rose read an update from Senior Center Director, Roxanne St. Jean, and that the curbside meals will be offered 2 days a week. They are working with an exercise instructor for ZOOM sit and stretch classes. Also, they have been in touch with Creamery Brook director to get more activity ideas.
- The librarian has been on quarantine due to recent travels to a state declared as high risk for the virus. A deep cleaning is scheduled on 8/4 in the library and the librarian will be back to work on 8/10.
- There have been no complaints regarding the Town Hall being closed to the public – business is being taken care of and no issues. Laptops were ordered for the Town Clerk and librarian.
- 12. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion.**  
Mr. Weingart reported that a virtual meeting is scheduled 8/13 with the auditors and other staff for pre-audit purposes.
- 13. Adjourn:** Mr. Rose made a **MOTION** to adjourn at 5:50pm. Mr. Fortier seconded the **MOTION**. All in favor. **MOTION** passed.

*Respectfully submitted by,  
Suzanne Krodel, Administrative Assistant*

**TABULATION SHEET FOR ASPHALT PAVING SERVICES 2020-2021**  
**TOWN OF CHAPLIN**  
**July 21, 2020**  
**2:15pm**

<b><u>Company</u></b>	<b><u>Total Amount of Bid</u></b>
<b>Empire Paving, Inc</b>	<b>A: Replace Town Hall Parking Lot: \$72,550.00</b>
30 Bernhard Road	
North Haven, CT 06473	
<b>Waters Construction, Inc.</b>	<b>A: Replace Town Hall Parking Lot: \$66,438.00</b>
<b>Waters Paving, Inc.</b>	
300 Bostwick Avenue	
Bridgeport, CT	
<b>Pinecroft Paving &amp; Landscaping LLC</b>	<b>A: Replace Town Hall Parking Lot: \$47,000.00</b>
159 Butts Road	
Woodstock, CT 06281	
<b>P. Willis Construction, Inc.</b>	<b>A: Replace Town Hall Parking Lot: \$60,800.00</b>
57 Chaplin Road	
Eastford, CT 06242	
<b>Krukoff Excavation &amp; Paving</b>	<b>A: Replace Town Hall Parking Lot: \$70,175.00</b>
391 Turnpike Road	
Ashford, CT 06278	
<b>Sullivan Paving</b>	<b>A: Replace Town Hall Parking Lot: \$48,328.00</b>
POB 337	
Ivoryton, CT 06442	