

**BOARD OF SELECTMEN
Chaplin, Connecticut
February 17, 2021
Special Meeting
MINUTES**

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

Members Absent: None

Remote: Suzanne Krodel, Administrative Assistant; Lisa Kegler, Senior Center Assistant; Bob Grindle, Senior Center Cook; Ann Lewis, Municipal Agent for the Elderly/ROV.

1. **Call to Order:** Mr. Rose called the meeting to order at 6:16pm

2. **Personnel Matter: CONFIDENTIAL discussion regarding candidates for the vacant Senior Center Director position; subject to be discussed in Executive Session by the Interview Committee per General Statutes section 1-200(6)(A), upon motion and vote of the Board of Selectmen.**

Mr Pinto made a **MOTION** to go into Executive Session to discuss the Senior Center Director position and would like to invite Sue Krodel. Mr. Fortier seconded the **MOTION**. No discussion. All in favor. **MOTION** carries.

Mr. Pinto, Mr. Fortier, and Ms. Krodel entered Executive Session at 6:17pm.
Executive Session ended at 6:31pm
Special meeting resumed at 6:31pm

**B. Possible action on items discussed in Executive Session;
discussion and possible action regarding hiring a Senior Center
Director.**

Mr. Fortier made a **MOTION** on behalf of the Interview Committee to recommend Lisa Kegler as the new Senior Center Director. The committee decided to take the input from the Senior Center Board of Directors to hold additional interviews. The Committee did not hear back from one of the two candidates therefore no additional interviews were needed. The Committee recommends a salary of \$27,000 and a start date of 2/22/2021. They would also like to recommend the Senior Center Board of Directors to advise the selectmen on what to do with the Senior Center Assistant position. Mr. Pinto seconded the **MOTION**. Discussion: None. 2 – Yes votes. Mr. Rose abstained. **MOTION** carries.

3. **Discussion and possible action regarding the recommendations from the Interview Committee for the Senior Center Director position.** Mr. Pinto made a **MOTION** for the Board of Selectmen to approve the recommendation from the Interview Committee to offer Lisa Kegler the Senior Center Director position with a start date of 2/22/2021 and the First Selectmen will handle the offer letter. Mr. Fortier seconded the **MOTION**. No discussion. 2 – yes votes. Mr. Rose abstained. **MOTION** passed.

4. **Discussion and possible action regarding an upgrade to the lighting in the Senior Center/Library building and a new HVAC system for the Community Center and Town Clerk vault.**

Mr. Fortier made a **MOTION** to approve the contract dated 1/22/2021 with Earthlight prepared by John Smith to install a new HVAC system in the Community Center and Town Clerk vault and to upgrade the lighting at the Senior Center/Library building. Mr. Rose seconded the **MOTION**. Discussion: Mr. Pinto asked if we anticipate any extra costs. Mr. Rose stated he reviewed the contract, and everything seems to be included and this will be led lighting which is detailed in the contract. Mr. Rose asked the motion to be amended to include the 0% financing program through Eversource. Mr. Fortier amended the **MOTION** to include the 0% financing program through Eversource. Mr. Rose seconded the amended **MOTION**. Discussion: Mr. Rose stated that the total cost is \$53,541.11, incentive \$22,626, so the balance is \$30,915.11 after incentives. All in favor. **MOTION** passed.

Mr. Pinto asked that next time before we do a contract and it is entered into the Eversource system that we get quotes from other qualified contractors because once a quote is entered into the system as this one was, it prevents other bids. Mr. Rose stated he was approached by Earthlight regarding the incentives but once they broke out the price it was in the system; hindsight is 20/20, but should consider Mr. Pinto's suggestion in the future. He explained the benefits to upgrading the systems, especially in the vault where we have 200-year-old documents. The Board agreed the incentives were a good deal for this project.

5. **Discussion regarding Budget FY2021-2022:**

Board of Selectmen: The salary discussion will be separate on all of these budgets. Up on clerical hourly because we are paying for bicentennial clerk. Down on conference/dues, most are online anyway. Legal notices – no changes. Mileage won't be as high due to remote meetings. Office/postage – down \$550.

Transfer Station: no changes.

Sanitation: contractual, probably a little increase due to tonnage charges, new contract coming up

Police Protection: new contract coming up

Town Memberships: Up about \$500. waiting on a few agencies to get back to us. Covenant soup kitchen and Dial-a-Ride is up. NECCOG increased a little, Veteran's Affairs went from \$1000 to \$500. There was an Airline Trail maintenance meeting today. In 2008 WINCOG bought equipment to maintain on airline trail, now equipment is getting aged, so the yearly \$250 membership fee is not enough now. We are discussing whether we stay in our out. If we stay, there will be an increase. It is up in the air right now, but if we pull out, we need to maintain our part of the trail. Section 8 waiting to hear from Mansfield Housing on the cost this year. CCM waiting on membership charges.

Building/Grounds/Maintenance: There will be mowing increases. (ground and lawn maintenance mowing). IT will remain the same, we may update website using COVID-19 funds. Utilities unknown what the cost may be due to COVID-19.

Public works: Up about \$400, increased tree removal and lowered OSHA compliance because we met requirements. Cell phones down – got rid of hotspot at DPW, no selectman phone.

General Government: Animal control NECCOG went down. Ambulance Assessment went up. Cyber insurance was discussed – we need a policy and have a couple of options (ransomware issues, etc.) Mr. Rose will follow up with CIRMA regarding recovery details and costs. The Board discussed the importance of cloud-based file storage and recovery.

6. Personnel Matter: CONFIDENTIAL discussion regarding salary/wages for Fiscal Year 2021-2022 budget and subject to be discussed in Executive Session per General Statutes section 1-200(6)(A), upon motion and vote of the Board of Selectmen.

Mr. Rose made a **MOTION** to enter Executive session to discuss salary/wages for Fiscal Year 2021-2022 budget and subject to be discussed in Executive Session per General Statutes section 1-200(6)(A). Mr. Pinto seconded the **MOTION**. All in favor. **MOTION** passed.

Mr. Rose, Mr. Fortier, and Mr. Pinto entered executive session at 7:09pm
Executive session ended at 7:26pm
Special meeting resumed at 7:26pm
No action from executive session.

7. Second audience of citizens: None

8. Adjourn: meeting adjourned at 7:27pm

*Respectfully submitted by,
Suzanne Krodel, Administrative Assistant*