

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, December 1, 2022**

Members Present: Juan Roman III, First Selectman; Anthony Pinto, Selectman; Kenneth Fortier, Selectman

Members Absent: None

Others Present: Richard Weingart, Chairman/Board of Finance Supervisor; Susan Welshman, Administrative Assistant, Chris Bray, FD; James Randall, Emergency Management Director

1. **Call to Order:** Meeting was called to order at 7:03 pm
2. **First Audience of Citizens:** Jeanette Haines presented a report from the Chaplin Library Board of Directors Ad-Hoc Salary Study Commission requesting a merit raise for Librarian Sandra Horning. The report was presented and approved by the Chaplin Library Board of Directors on October 17, 2022. Chaplin residents Leslie Ricklin, Ann Chuk, Lindon and Rand Weiss, Henry and Adele Swart all attended the meeting and spoke out in support and admiration for the good work that Sandra Horning does for the library and the community. Resident Angie Jacques, Chaplin Street, thanked the Board of Selectmen, the DPW and Resident State Trooper Shaun Tucker for their initial efforts in curbing the speeding observed on Chaplin Street. Jim Randall stated that the residents of Canada Lane should have had the choice of how road improvements were performed. Canada Lane was recently paved, and chip sealed, however the stones are loose and cause problems. Dick Weingart asked J Haines if the Ad Hoc Salary Committee would be presenting the merit increase for the librarian to the Board of Finance and when they hope to see this requested raise implemented. J. Haines stated that she would leave it up to the Board of Selectmen and Board of Finance as to when action will be taken.
3. **Additions to the Agenda:**
4. **Approve minutes of the Board of Selectmen regular meeting on November 3, 2022** *K. Fortier made a MOTION to approve the November 3, 2022 Regular Meeting Minutes. J. Pinto seconded the MOTION. All in favor, MOTION passed.*
5. **Communications and Reports**
 - A. Trooper Report – During the month of November, Resident Trooper Shaun Tucker reported continuing regular enhanced security checks at the town's schools. He continued teaching the DARE course to fifth graders at Chaplin Elementary School. He is currently training a new trooper and will do this until the end of the year. On days when he takes the new trooper to cover

one of Troop D's patrol areas, there will be another trooper assigned to the town in his absence.

- B. Board Members Reports: None
- C. Board of Finance Discussion: Dick Weingart reported that the Town audit is nearly complete and is hoping for a draft soon. He also reported the requests for Capital Improvement Projects went out to all Boards and Commissions with the first meeting of the CIP group scheduled for January 12, 2023. D Weingart expressed interest in scheduling a meeting between the CIP group and the Board of Finance so that both can review and understand priorities. The Board of Finance has established a calendar for this year's Budget Request season. Budget request information should be going out in mid-December and be returned by February 9, 2023.
- D. Correspondence: J Roam read out one letter and 3 emails in support of the merit increase for Librarian Sandra Horning. Please see attached documents. J Roman also read out a letter from the Ad-Hoc Bicentennial Committee pertaining to the possible use of left-over Bicentennial Committee funds in the upcoming year. Please see attached document. J Roman read out a Proclamation to recognize Chaplin Art students participating in the Positive Expressions Art Program at Parish Hill High School. The proclamations will be awarded to seven students at the Parish Hill High School on December 6, 2022.
- E. Building/Infrastructure: J. Roman stated that cameras have been placed at various points around the outside of the Town Hall building. The cameras are attached to a monitor and DVR within the Town Hall and are taping activity.
- F. Treasurer Report: None
- G. Department of Public Works Report: DPW reports that the frame of their 2000 pickup truck has a collapsing frame and is becoming a safety hazard.

6. New Business

- A. Tax Collector Refunds: ***J Pinto made a MOTION to approve Tax Collector Refund to CCAP Auto Lease LTD for \$512.52. K Fortier seconded the motion. All in favor, MOTION passed.***
- B. Appointments and Resignations: ***J Roman made a MOTION to re-appoint Dave Stone as the Tree Warden for a term beginning 12/7/2021 and ending 12/7/2023. J Pinto seconded the MOTION. All in favor, MOTION passed. J Roman made a motion to appoint Clint Slowik to the Economic and Community Development Commission as a Regular member for a term beginning 2/2/2022 and ending 2/1/2025. K Fortier seconded the MOTION. All in favor, MOTION passed.***
- C. Presentation by Deputy Fire Chief Chris Bray regarding the need for new emergency radio system. C Bray presented information to the Board of

Selectmen regarding a regional assistance grant that the Town of Scotland has hired a grant writer organization (Vickers) to assist in the applying for and has invited fire departments in the region to partake. The Chaplin VFD has agreed to participate. C Bray explained the need of the fire department for up to date, comprehensive and matching radio units for members use. Vickers will be submitting the application for the grant sometime in January.

- D. Firehouse Emergency Service TV Monitor: J Roman expressed his interest in obtaining a smartboard with monitors to put in the fire department hall for when emergencies arise, and the fire department needs to be used as command central. J Pinto agreed but is concerned about having this kind of equipment up in a hall that is rented to the public for events. J Roman discussed the possibility of ending the fire hall rental program to accommodate a command central. The fire chief and Board of Selectmen will continue to discuss this topic soon.
- E. Declaration of Surplus Items from DPW: The DPW has declared one Honda portable air compressor in good working condition onto the Surplus Equipment list.
- F. Discussion of Chaplin Day: J Roman reported that the Ad Hoc Bicentennial Committee has suggested the use of unspent Bicentennial funds on future Chaplin Day events. D Weingart asked if if this event has already been scheduled. J Roman responded it has not been scheduled and that the Recreation Department will need to present a plan to the Board of Selectmen.
- G. Renewal of Radio Station Authorization: J Roman reported that he has been working with J & S Radio in Willimantic for this authorization.
- H. Notification of Resident Emergency Assistance: The Town of Chaplin has paid a bill in the amount of \$279.31 to Northeast Oil and Propane for a couple in Chaplin who experienced catastrophic injuries due to a motorcycle accident. This payment has come out of the Chaplin Emergency Fund.
- I. Approval of time and place for the 2023 BOS Meetings. J Roman explained that the dates for the 2023 meetings have been approved at the previous month's BOS meeting, however, the approval did not include the time and location of the meetings. ***J Pinto made a motion to accept that the Chaplin Board of Selectmen 2023 meetings will be held on the first Thursday of every month at 7 PM in the Town Hall. K Fortier seconded the motion. All in favor. Motion carried.***

7. Old Business

- A. American Rescue Plan Funds: J Roman reported that a second, more current HVAC System Design Proposal had been solicited and received from Gordian/Millennium Builders. After initially spotting an error amounting close to \$30,000 within the new proposal, Juan Roman spoke with the Gordian representative and the error was corrected. ***J Pinto***

made a Motion to accept the bid by Gordian/Millennium Builders dated 11/22/2022 for the proposed total price of \$214,517.45 through ARPA for replacement of the HVAC system in the Senior Center/Library Complex. K Fortier seconded the Motion. All in favor. Motion carried.

- B. All Pending and New FOI Requests: None
- C. Safe Exchange Zone: J Roman explained that the two parking spots that are painted blue are the Town's newly appointed Safe Exchange Zone. This Zone is to allow transactions between buyers, seller's and even child custody to take place in a safe, well lit and recorded location. J Roman presented the proposed signage which will be arriving soon. Once the signage is in place, a town-wide announcement will be made explaining the Safe Exchange Zone's use.
- D. Discussion and possible action of the regulations for the use of the Joseph Ferrara Community Room: J Roman reported that he will be drafting new regulations for the use of the Community Room which will mirror those of the Fire Hall Rental. Will draft and review at the next meeting.
- E. Discussion and possible action for the purchase of Hurst battery powered rescue tools for the new firetruck. J Roman is waiting for a second proposal from Kipper.
- F. USDA grant – purchase new firetruck: Administrative Assistant Susan Welshman reported that she and Finance Manager Val Garrison have begun the paperwork requesting reimbursement now that the fire truck has been delivered.
- G. Discuss/updates on Bedlam and England Road Bridges: Juan will be reaching out to reconnect with WMC Consulting regarding obtaining a proposal for the Bedlam Road Bridge. No activity with England Road Bridge at this time.
- H. Discuss electronic sign reimbursement status: Susan Welshman reported that the First Selectman's office had heard back from the attorney handling the reimbursement on November 30th after emailing multiple times. Attorney Zigrich reported that the reimbursement paperwork was submitted to their finance office in late October and that they have been very short staffed.

8. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion: R Weiss asked what a Safe Exchange Zone is, and Juan explained the concept. Jim Randall stated concern about DPW radio frequencies operating on 3306. D Weingart stated that he feels the Board of Finance and the Board of Selectmen should develop a policy for salary increases where they are able to review requests together.

9. Agenda Suggestions for next meeting: None.

10. Date, time, and place of next meeting (January 5, 2023, at 7:00pm, Chaplin Town Hall).

11. Adjourn: J. Pinto made a MOTION to adjourn at 9:17 pm. K. Fortier seconded the MOTION. All in favor, MOTION passed.

*Respectfully Submitted by,
Susan Welshman
Administrative Assistant*