

**BOARD OF SELECTMEN
REGULAR MEETING
Chaplin, Connecticut
Thursday, December 5, 2024**

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

Members Absent: None

Others Present: Shari Smith, Chaplin Town Clerk

Call to Order: Meeting was called to order at 7:06 pm

1. **First Audience of Citizens:** Shari Smith, Town Clerk attended the meeting to discuss the use of ARPA funds to digitize land records and have them placed online. S Smith described the process, the goals and the options available to Town Clerks to achieve this objective. She explained that the two companies that she is aware of that provide these services are Cott Services and U.S Imaging. Currently, Town of Chaplin Land Records 1940 through present day have been scanned, stored and are available online. The land records for the Town of Chaplin extend back to 1822. It is her goal to have the records from 1822 through 1940 microfilmed, securely stored and available online.
2. **Additions to the Agenda:** None.
3. **Approve the Minutes of the Board of Selectmen Regular Meeting on November 7, 2024.** *J Pinto made a MOTION to approve the Minutes of the November 7, 2024 Regular Meeting. K Fortier seconded the MOTION. All in favor, MOTION Carried.*
4. **Communications and Reports**
 - A. Trooper Report – Troop D October 2024 report read out. Please see attached.
 - B. Board Members Reports: None
 - C. Board of Finance Discussion: None
 - D. Correspondence: None
 - E. Building/Infrastructure: J Pinto mentioned that he is having D Stone, DPW Supervisor, price materials for the construction of a dividing wall and doorway for access to the restrooms at the fire department. Currently, access to the restrooms is through the Fire Hall and is inconvenient when events are being held in the Hall. Labor would be performed in house with DPW performing the work on bad weather days.
 - F. Treasurer Report: None
 - G. Department of Public Works Report: None
 - H. Chaplin Volunteer Fire Department Report: None
 - I. Senior Center Report: Please see attached.

New Business

- A. Tax Collector Refunds: None
- B. All Pending and New FOI requests: None.

- C. Appointments and Resignations: Appointment: Deb Field to the Historic District Commission to fill a vacancy as an Alternate Member for a term beginning 9/1/2020 and ending 8/31/2025, effective 12/5/2024. **J Pinto made a MOTION to approve the appointment of Deb Field to the Historic District Commission as an Alternate Member effective 12/5/2024. K Fortier seconded the MOTION. All in favor, MOTION carried.** Appointment: Mike Connor to the Historic District Commission to fill a vacancy as an Alternate Member for a term beginning 9/1/2021 and ending 8/31/2026 effective 12/5/2024. **J Pinto made a MOTION to approve the appointment of Mike Connor to the Historic District Commission as an Alternate Member effective 12/5/2024. K Fortier seconded the MOTION . All in favor, MOTION carried.**
- D. Discussion and possible action on obligating remaining ARPA funds before December 31, 2024. J Roman reported that the Town of Chaplin current ARPA Fund balance stands at \$72,501.75. This remaining balance is required to be obligated to projects by the Town before January 1, 2025 or be returned to the federal government. In consideration of the presentation made by Town Clerk Shari Smith and the importance of having the complete library of Chaplin land records safely stored and available to all online, the Board of Selectmen made the following decision: **J Roman made a MOTION to approve the use of ARPA funds not to exceed \$42,000 for the Town Clerk to retain the services of the most qualified company that is able to adhere to Public Administrator Vault Standards of digitizing records. J Pinto seconded the MOTION. All in favor, MOTION carried.** Town Clerk Shari Smith thanked the Board for their attention and for understanding the importance of maintaining, securely storing and making available the entire catalog of Chaplin's land records.
J Pinto addressed the need of the Chaplin Volunteer Fire Department for a safe and effective gear washing system to rid gear of dangerous contaminants from fire and medical scenes. A washer and dryer system has been identified that will address this need. Attaining the gear washer (\$7,046.95) and gear dryer (\$5,363.95) will happen as two separate purchases. Shipping and handling fees for these two items has yet to be determined. **J Roman made a MOTION to approve the use of ARPA funds not to exceed \$13,000 for the purchase of a gear washer and dryer system for the Chaplin Volunteer Fire Department. J Pinto seconded the MOTION. All in favor, MOTION carried.**
- E. Discussion of CVFD pickup truck: J Roman explained that a 2023 Ford F-350 was purchased this past year for the Department of Public Works. Discussion has since occurred about moving the 2023 F-350 pickup over to the Fire Department to replace a 2004 CVFD pickup truck. This 2004

pickup will be moved over to the DPW for their use. The Board concurred that this will be a cost-effective use of the vehicles.

- F. Discussion of employee health insurance contributions: J Roman reported that currently non-union employees are contributing 20% of their pay toward health insurance. He asked the Board to entertain approving bringing the non-union employees' contribution down to 10%. ***K Fortier made the MOTION to change non-union Town employees' contribution to health insurance from 20% to 10% for FY 2025-2026 effective July 1, 2025. J Pinto seconded the MOTION. All in favor, MOTION carried.***

5. Old Business

- A. American Rescue Plan Funds: No new report.
- B. Update for the construction of fire pond and dry hydrant: J Pinto reported that the hydrant is now in place and was tested successfully.
- C. Discuss/updates on Bedlam and England Road Bridges: No update
- D. Town Administrator Update: Juan Roman reported that advertising for the position of regional town manager will go live on Monday, December 9, 2024. The Schools of Business at UConn, Yale and Sacred Heart are being approached for candidates. A goal of interviewing candidates before 1/1/2025 and hiring in February or March of 2025 has been set.
- E. Update on IT Services: Chaplin was notified by the Connecticut Education Network (CEN) that fiber optic internet will be provided to the Chaplin Volunteer Fire Department free of charge allowing the FD to no longer pay a cable bill for internet services. J Roman also reported that the Town Hall is exploring a fiber optic internet connection as well.
- F. Update on the Community Connectivity Grant Fund/Sidewalk Project: No new updates.

6. Second Audience of Citizens - Note: Comments are limited to agenda items and subject to Chair discretion: None

7. Agenda Suggestions for next meeting: None

8. Date, time, and place of next meeting (January 2, 2025 at 7:00 PM, Chaplin Town Hall).

9. Adjourn: Regular Meeting adjourned at 8:06 PM.

*Respectfully Submitted by,
Susan Welshman
Administrative Assistant*



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
Troop D, Danielson

November 19, 2024

First Selectman Juan Roman III
495 Phoenixville Rd.
Chaplin, CT 06235

Dear First Selectman Roman:

This correspondence is to keep you apprised of the monthly police services occurring within the Town of Chaplin. It is my sincere hope that this report will assist you in better understanding our role in your community.

During the month of October 2024 Troop D Troopers responded to 41 Calls for Service in the Town of Chaplin. Of these Calls for Service the most notable are:

Accidents:	<u>3</u>
Investigations:	<u>4</u>
Burglaries:	<u>0</u>
Larcenies:	<u>0</u>
Non Reportable Matters:	<u>34</u>

In addition to the above investigations Troopers conducted the following motor vehicle enforcement:

DUP'S:	<u>0</u>
Traffic Citations:	<u>2</u>
Written Warnings:	<u>1</u>

Very truly yours,

Lt. Jana Mazzearella #037
Commanding Officer
Troop D, Danielson

Senior Center Monthly Report

Date November 2024

Total number of guests for the month 805

Total lunches served for the month 374

Activities:

Breakfast 50

Fit & Fun 114

Mexican Train 7

Bingo 31

Mahjongg 69

Pickleball 42

Yoga 21

Memoir Group 15

Walking Club 17

Haircuts 9

Massage 5

Special Activities

medicare Appts - 10

Foot Care Appts - 10

Country Breakfast - 69

Art Show - 15