

Town of Prospect Charter Revision Commission
Approved Minutes
December 22, 2015

Board Members Present:

Chairman Glenn Gruber, Phil Reed, Robert Nash, Paul Krisavage, Tom Galvin, Eileen Cranney, Jim Paulella, B. Hiscox

Chairman Gruber called the meeting to order at 7:00 pm.

Motion by T. Galvin, seconded by J. Paulella to accept the minutes of the 12/10/15 meeting.

Chairman Gruber invited the public to speak.

Diane Lauber, Tax Collector for the Town of Prospect was the first to speak. She provided a handwritten response on the Charter Committee's Ideas Request Form. It was dated 12/22/15 and is attached for authenticity. Her recommendation related to Section 3.14 Salaries (Top of Page 13) "Upon acceptance of Charter, establish a a salary for the Tax Collector." Her response was " If this is necessary. Tax Collector should fall under next sentence pertaining to elected officials as well as first paragraph in this section."

There was discussion among members about salary shedules and that no increase is allowed in an election year. The Tax Collector Office has certification classes which are available. All tax office employees are invited to attend. The assistant tax collector has to be certified. There are no qualifications for an tax collector for an elected tax collector.

T. Galvin asked D. Lauber if a 4 year term would be better for a Tax Collector and should there be a beginning point? D. Lauber responded that this would be difficult to do. T. Galvin suggested an appointed position for Tax Collector. Discussion of what smaller towns vs. bigger towns . P. Reed asked for an opinion of the current Tax Collector if the position should be appointed v. elected. The current Tax Collector explained the hardships she would have applying for the current position available at City of Waterbury, as she doesn't even have an Associates Degree, but she has many years of experience from her father. T. Galvin asked if her position would be easier if she were a non resident. D. Lauber, responded, no. B. Hiscox recommended exploring salary ranges. Regarding terms: Attorney Knott suggested looking at the State Constitution. B. Hiscox mentioned that State Constitution may not apply to elected town officials in this instance.

Lorraine Dixon, Chairman, Land Use Commission for Town of Prospect, 5 Hemlock Rd spoke next

Lorraine Dixon: Charter Revision suggestion:

Background: The Land Use Inspector not only enforces the Zoning Laws of the Town of Prospect, but also enforces the Inland Wetlands General Statutes and the state of Ct and of the Town.

Issue: By Charter, the P&Z Commission appoints the Land Use Inspector. The Inland Wetlands Commission needs to be a part of the appointment of the future Land Use Inspectors. During the process of choosing the current Land Use Inspector, the P&Z prohibited IWC's participation in that decision – claiming the Charter says it is for P&Z to do such. This needs to be fixed. Please see language below:

Section 4.07 Planning and Zoning Commission Alternates:

The Town Council shall appoint three (3) alternate members to the Planning and Zoning Commission for four (4) year terms. They shall have the powers and duties prescribed by law (Amended 11/83)

At the discretion of the Town Council, and by a 2/3 affirmative vote of its total authorized membership, the Planning and Zoning Commission may be separated into a Zoning Commission. The Planning and Zoning Commission or the Zoning Commission shall work with the Inlands Wetlands Commission to jointly appoint a Land Use Inspector who shall have full power to enforce the zoning regulations of the Town and the Inland Wetlands General Statutes of the State and Town ordinance and who shall work under the guidance of the Planning and Zoning Commission and or the Zoning Commission.

The Zoning Enforcement Officer shall be four (4) years or until a successor is appointed.

B. Hiscock reminded the Charter Commission members that Inland Wetlands Commission is an appointed Commission whereas Planning and Zoning is an elected Commission and that may be why Inland Wetlands was not more involved in the hiring process.

The Charter Revision Committee discussed qualifications for the position, the need, if any for a residency requirement, as well as state requirements for the position as explained by Attorney Knott.

Lorraine Dixon thanked the Charter Revision Commission for their time.

Public Participation 1 was closed and the Commission discussed the following:

1. Timeline to bring to Election for November 8th. May 3rd is the draft report, if needed it could be moved to May 31st
2. The Committee has given itself until the end of December, 2015 for collection of data, according to their invitees for participation.
3. The Town Attorney will attend on the January meeting.
4. 2016 will be spent on the sections and chapters to review.

Commissioners discussed emailing each other of language preferncials for the Charter. Attorney Knott and Atty Santoro would be okay with that so long as the clerk would copy all an any emails.

Discussion of 2 year terms and 4 years terms and salary ranges. The Committee members also mentioned that the collaborative minutes were for reference only.

Public Participation was also invited. No members of the public participated.

Motion by T. Galvin, seconded by E. Cranney to adjourn the meeting at 8:25 pm.

C. Debase, Clerk

G. Gruber, Chairman

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