Approved

Town of Prospect Charter Revision Commission
~~Unapproved~~ Minutes –Special Meeting
November 12, 2015

Board Members Present:
Chairman Glenn Gruber, Phil Reed, Bob Hiscox, Robert Nash, Paul Krisavage, Tom Galvin, Eileen Cranney, Jim Paulella, Katie Blinstrubas

Chairman Gruber called the Special Meeting to order at 7:12 pm.

Motion by Eileen Cranney, seconded by P. Krisavage to accept the minutes of the 10/22/15 meeting.

Commission members began by discussing potential meeting dates and availability of meeting locations.

Motion by P. Krisavage, seconded by J. Paulella to accept the additional meeting dates as follows:

January 14, 2016 at the Senior Center
January 26, 2016 at the Community Room of the Prospect Public Library
February 11, 2016 at the Lower Level Meeting Room of the Prospect Town Hall
February 23, 2016 at Community Room of the Prospect Public Library
March 10, 2016 at the Lower Level Meeting Room of the Prospect Town Hall
March 22, 2016 at the Community Room of the Prospect Public Library
April 14, 2016 at the Lower Level Meeting Room of the Prospect Town Hall
April 26, 2016 at the Community Room of the Prospect Public Library
May 12, 2016 at the Lower Level Meeting Room of the Prospect Town Hall
May 24, 2016 at the Community Room of the Prospect Public Library

All of the above meeting dates will be held at 7:00 pm.
Unanimous.

Commission members discussed the steps needed for collecting data. B. Nash mentioned that Woodbury, CT recently revised their charter. T. Galvin suggested reviewing Woodbury's charter revision changes on their website.

The Commission next discussed the need to invite the Mayor, elected officials, key town employees and how to stagger the invitations. The Commission discussed using the Town's Organizational Chart as it exists in the 2000 Charter. Attorney Knott mentioned that the Water Pollution Control Board will show up so long as they have been invited. It was noted that the Registrar of Voters and the Blight Commission are not included in the Organizational Chart from the 2000 Charter.

Motion by P. Krisavage, seconded by P. Reed to break out the meeting invitations according to the Town's Organizational Chart as follows: (Town of Prospect Organizational Chart, as documented in the 2000 Prospect Town Charter, 5th revision, attached for clarification)

1st Meeting: Mayor and any official or department head depicted by a diamond shape
2nd Meeting: Town Council and all Boards to the left of the Town Council depicted by a rectangular shape with the addition of the Blight Commission.
3rd Meeting: Tax Collector and all Boards depicted by a rounded rectangular shape in the first row of the Town's organizational chart with the addition of the Registrar of Voters.
Unanimous.

Motion by P. Reed, seconded by P. Krisavage to assign further designation to the above referenced meeting dates: 1st Meeting = 11/24/15, 2nd Meeting = 12/10/15, 3rd Meeting = 12/22/15. Unanimous.

Commission then discussed how to approach reviewing the sections and chapters of the current charter. G. Gruber noted the need for "quasi-experts" per section or chapter. P. Krisavage suggested commission members voluntarily assign themselves a section. There are 10 Chapters. Commission members volunteered as follows:

G. Gruber: Chapter 8
P. Reed: Chapter 2
E. Cranney: Chapter 9 & 10
P. Krisavage: Chapter 7
J. Paulella: Chapter 3

Chairman Gruber mentioned a binder he obtained from the Connecticut Conference of Municipalities may be of help. He had the binder available in print or it can be downloaded by sections as it is large.

Ann Marie Burr, 4 Radio Tower Road, Prospect spoke during public participation for the Special Meeting. She mentioned the possibility of video conferencing and members being available to vote by video as there is a flipside to this. The convenience of not attending but being able to voice an opinion could cause more harm than good.

Motion by K. Blinstrubas, seconded by T. Galvin to adjourn the Special Meeting at 8:04 pm. Unanimous.

C. DeBiase, Clerk

G. Gruber, Chairman

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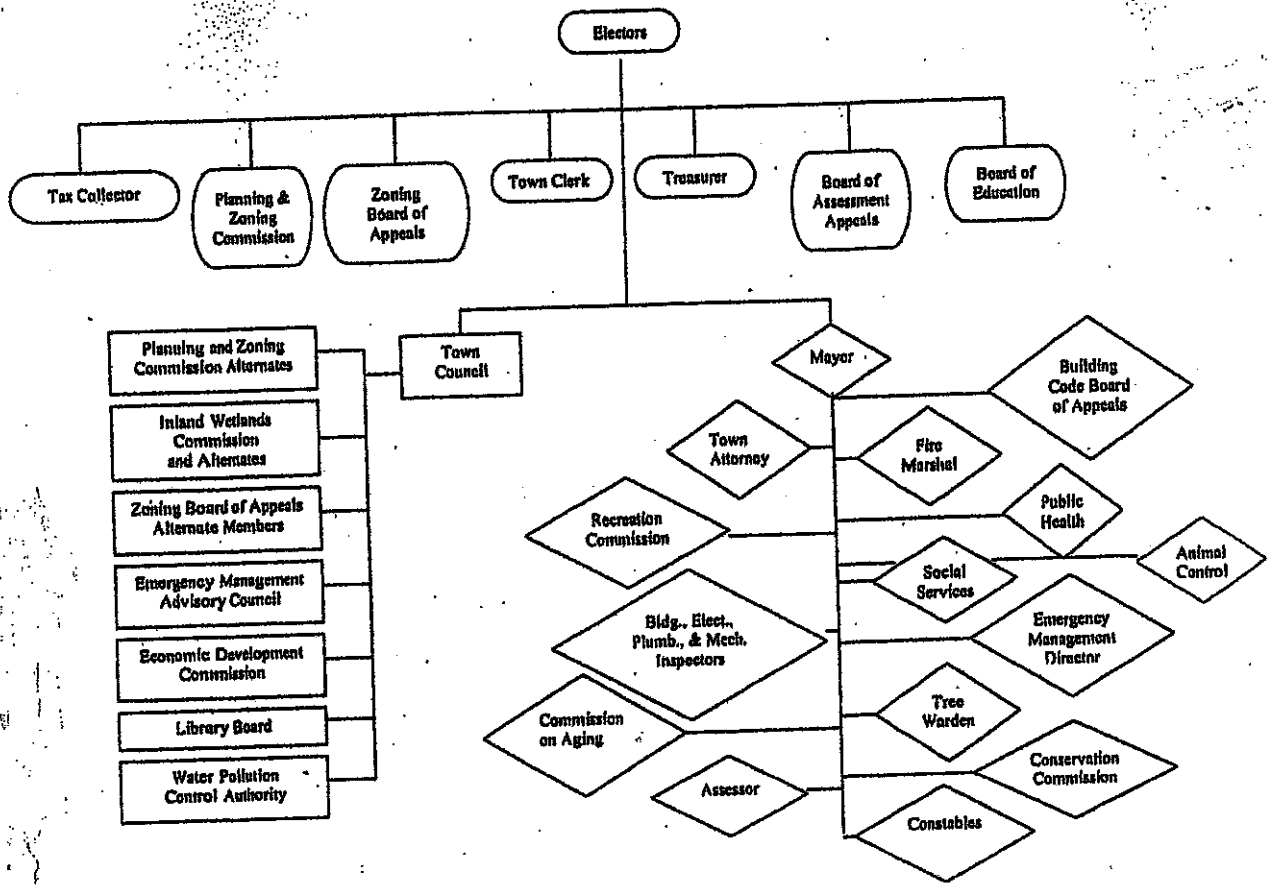
Marianne C. Anderson
TOWN CLERK

Town of Prospect – Organizational Chart