

Prospect Town Council  
Special Budget Meeting  
Approved Minutes  
April 9, 2015

The Special Meeting of the Prospect Town Council was called to order by Chairman Thomas J. Galvin @ 6:00 P.M. and commenced with the Pledge of Allegiance. The meeting was held at the Prospect Town Hall, 36 Center Street in the large downstairs conference room. The meeting was taped.

**Members Present:** T. Graveline, C. Graveline, D. Merriman, Al Delelle, J. Slapikas, P. Geary and T. Galvin

**Members Absent:** Carla Perugini-Erickson and S. Pilat

Mayor Robert J. Chatfield advised that he would like to apply for bonding in the amount of \$600,000.00 for milling and paving of Town roads. Mayor Chatfield advised that he is considering milling & paving the following roads: portions of Terry & Morris Roads, Straitsville Road, Radio Tower, Hydeler, a portion of Cook Road, Matthew Street from Blue Trail to Juggernaut, Center Street, Town Hall driveway, the Senior Center parking lot and possibly the Firehouse driveway. Mayor Chatfield asked for a motion and to include as the 2<sup>nd</sup> call of the Annual Town Meeting. **Motion made by P. Geary, seconded by J. Slapikas to approve as the 2<sup>nd</sup> call of the Annual Town Meeting, ‘to consider and act upon an authorization for appropriations in the total amount of \$600,000.00 to finance the Highway Safety 2015 Program for the repair and improvement of Town roads, for road reconstruction and milling and paving, as well as to authorize a loan from a bank or other institutional lender and/or the issuance of bonds, notes, and/or bond anticipation notes up to a total amount of \$600,000.00 for those purposes, and to authorize the Mayor and Treasurer to determine certain terms and particulars and to take various actions in connection therewith. Thomas Galvin Chair, Town Council Dated this 9<sup>th</sup> day of April 2015 at Prospect, CT’. Unanimous.**

**Budget**

**Office of the Mayor**

The Council requested a breakdown of the hours and salary of the Grants/Web/Clerical line item #5000-06 and the hours for the two Clerical Assistants line item #5000-04. Mayor Chatfield advised that the Grants/Web/Clerical assistant works approximately 30 to 35 hours per week; including attending ‘Grants’ meetings. As for the two clerical assistants, one works 4 days @ four hours per day a week, while the other clerical assistant works 2.5 days a week with the summers off. Mayor Chatfield requested a motion to change the amount of line item #5000-04 Clerical Assistants PT2 from \$42,500.00 to \$32,685.00 with a reduction of \$9,815.00. The Mayor also requested to add this amount to line item #5000-06 Grants/Web/Clerical. Mayor Chatfield asked the Council to increase this line item again to \$35,000.00. Council members discussed increasing this line item #5000-06 Grants/Web/Clerical by

\$17,500.000 + \$17,500.00 = \$35,000.00. After discussion a motion was made. **Motion made by J. Slapikas, seconded by C. Graveline to decrease the line item #5000-04 Clerical Assistants PT2 \$42,500.00 - \$9,815.00 = \$32,685.00 and to increase line item #5000-06 Grants/Web/Clerical from \$17,500.00 + \$17,500.00 = \$35,000.0 for a bottom line total of \$207,470.00 for Office of the Mayor. Unanimous.**

#### **Elections & Registrars**

**#5150-00 Salaries: Motion made by J. Slapikas, seconded by T. Graveline to approve the line item #5150-00 Salaries ‘as is’ in the amount of \$22,992.00 for a bottom line total of \$50,142.00. Unanimous.**

#### **Treasurer**

**#5400-00 Treasurer: After discussion, motion made by J. Slapikas, seconded by Al Dellelle to leave the Budget ‘as is’ with the increase to \$8,524.00 from \$5,200.00 for this year and for an overall increase to \$10,000.00 for the following year. Unanimous.**

#### **Land Acquisition**

**#5650 Land Acquisition: Motion made by P. Geary, seconded by Al Dellelle to place \$7,500.00 into the line item of #5650 Land Acquisition. Unanimous.**

#### **Building Department**

**#5850-05 Clerical Assistant PT 1: The discussion began regarding hourly wage and hours. After discussion, motion made by P. Geary, seconded by J. Slapikas to amend the Budget of #5850-05 Clerical Assistant PT1 from \$16,770.00 - \$130.00 = \$16,640.00 and to amend the bottom line of the Budget of the Building Department amount from \$76,170.00 - \$130.00 = \$76,040.00. Unanimous.**

#### **Benefits Town Employees**

**#6200-01 Medical Benefits –** Mayor Chatfield advised the Council that he was waiting on Region 16’s decision for the Town employees to join with their Medical Benefits. Mayor Chatfield also advised that he was waiting to hear from Peter Hughes, the Medical Benefits Insurance Agent for the Town, on other policies that the Town could join, that would be cost effective. Mayor Chatfield advised that either way the Town would be saving money. Council members discussed a breakdown of Medical Benefits for Active Employees and Retirees. After discussion, the Council concluded that at the Pension and Benefits subcommittee meeting and in next year’s budget they would like to have two separate line items of Medical Benefits for Active employees and Retirees. **Motion made by C. Graveline, seconded by Al Dellelle to approve the Budget of Benefits Town Employees in the amount of \$743,500.00. Unanimous.**

#### **Police**

**#6700-01 Resident Trooper Program: After discussion of what the line item #6700-01 Resident Trooper Program could be increased to, a motion was called for to ‘leave as is’ the amount of \$145,000.00. Motion made by J. Slapikas, seconded by P. Geary to**

**'leave as is' the amount of \$145,000.00 for line item #6700-01 Resident Trooper Program for a bottom line total of \$828,788.20 for the Police Budget. Unanimous.**

**PWE Salaries**

<b>Solid Waste</b>	#6950-01 Labor PWE	\$ 50,500.00
<b>Town Roads</b>	#7000-00 Labor PWE	\$ 91,134.00
<b>Ice &amp; Snow</b>	#7050-04 Labor PWE	\$ 385,000.00
<b>Town Aid Roads</b>	#7200-00 PW Salaries	\$ 36,000.00
<b>Town Parks</b>	#7300-00 Labor PWE	<u>\$ 69,510.00</u>
		\$631,784.00

Council members discussed regular time and overtime for the Public Works Employees. Council members stated that they would like to see the regular time and overtime on separate line items. The Council requested of the Mayor to supply the Council with a monthly report as to overtime after the new Fiscal Year begins on July 1<sup>st</sup>. Mayor Chatfield stated that the overtime begins as the winter season begins as of November 1<sup>st</sup>.

**Motion made by J. Slapikas, seconded by C. Graveline to approve 'as is' the categories of PWE Labor. Unanimous.**

**Parks**

**#7300-04 Summer Support:** Council members questioned the amount of people hired, work entailed and hourly rate. Mayor Chatfield advised that there are approximately 4 to 6 people hired; some work from May, others June and July and one or two work until September. The hourly rate varied from minimum wage up to \$11.00 per hour for hours 20-25-30 per week. After discussion, **motion made by C. Graveline, seconded by Al Delelle to approve the line item #7300-04 Summer Support in the amount of \$13,000.00 for a bottom line total of Town Parks in the amount of \$131,780.00. 6 Approved/ 1 Abstained, T. Graveline. Motion passes.**

**Library**

**#7350-02 Staff/Clerk PT8:** After discussion, **motion made by D. Merriman, seconded by C. Graveline to 'leave as is' the line item #7350-02 Staff/Clerk PT-8 in the amount of \$80,200.00 for a bottom line total of \$276,552.00.00 for Library. 6 Approved/ 1 Opposed, P. Geary. Motion passes.**

**Recreation Department**

**#7400-06 Recreation Director:** **Motion made by T. Graveline, seconded by J. Slapikas to decrease the Budget of line item #7400-06 Recreation Director from \$50,565.00 - \$123.00 = \$50,442.00 for a bottom line total to Recreation Department of \$207,337.00. Unanimous.**

**Commission on Aging**

**#7650-03 Senior Director FT:** **Motion made by D. Merriman, seconded by T. Graveline to decrease the Budget of line item #7650-03 Senior Director FT from \$50,565.00 - \$123.00 = \$50,442.00 for a bottom line total to Commission on Aging of \$225,460.00. Unanimous.**

### **Contingency**

**#7750-01 Transfer by Town Council:** A discussion took place to add more monies into this line item than the recommended amount of \$30,000.00. Council members stated that this is the first account to transfer from before transferring from the General Fund for any unanticipated emergencies that may arise and they would like to have more monies added to it annually. The Council asked to add an additional amount of \$5,000.00 to this line item as was originally budgeted for in the 2014-2015 Fiscal Year. **Motion made by T. Graveline, seconded by P. Geary to increase line item #7750-01 Transfer by Town Council by \$5,000.00 to increase to \$35,000.00 from \$30,000.00 for a bottom line total of \$48,000.00 for Contingency. Unanimous.**

### **Truck Lease**

**#7850-01 Lease Purchase 10 P.W.:** Council members asked for clarification as to which Department this line item referenced, either Public Works or Fire Department. Mayor Chatfield advised that this is the last payment of the Public Works Roadside Mower in the amount of \$27,500.14 for a bottom line total of \$236,520.93. T. Galvin asked the Mayor, for the future, to reference each Truck Lease item with a short description of what it is and for what Department.

Mayor Chatfield thanked everyone for helping him out, knowing that this procedure was against their beliefs.

Mayor Chatfield requested a motion to send this 2015-2016 Budget to the Annual Town Meeting.

**Annual Meeting: Motion made by J. Slapikas, seconded by C. Graveline to send this 2015-2016 Town of Prospect Budget in the amount of \$7,801,415.69 to the Annual Town Meeting on April 22, 2015 as the 1<sup>st</sup> call of the meeting. Unanimous.**

Chairman Galvin also thanked the Council for their hard work.

**Adjournment: Motion made by D. Merriman, seconded by C. Graveline to adjourn the meeting. Unanimous.** The meeting adjourned @ 8:30 P.M.

**Thomas J. Galvin, Chairman**

**Rosalyn B. Moffo, Clerk**