

Prospect Town Council  
Regular Meeting  
Approved Minutes  
February 17, 2015

Chairman Thomas J. Galvin called to order the regular meeting of the Prospect Town Council @ 6:33 P.M. The meeting was held at the Prospect Town Hall, 36 Center St., and began with the Pledge of Allegiance. The meeting was taped.

**Members Present:** T. Galvin, T. Graveline, P. Geary, S. Pilat, C. Graveline J. Slapikas, Carla Perugini-Erickson, Al Delelle and D. Merriman

**Members Absent:** None

**Mayor's Report:** **Snow:** Mayor Robert J. Chatfield advised that the current Snow total from the storms was 57.5 inches.

**Town of Prospect CT Discount Card:** Mayor Chatfield advised that since the program began in November 2013, 452 prescriptions were used for a savings of \$35,000.00.

**Grants:** Mayor Chatfield advised of the grant received for Historical Preservation in the amount of \$4,500.00. The Mayor stated that the monies, along with \$2,000.00 from each budget of this and next year's, will be used for work on Prospect Center School to repair the roof, siding and for paint.

Mayor Chatfield advised that the Town received a grant from CL-P in the amount of \$5,000.00 for light replacement. Mayor Chatfield advised the monies would be used for 'all - night' lighting.

**Bid Notice:** Mayor Chatfield also informed the Council of the 'Bid Notice and Specs' from Jim Clynes, Assessor for the Town of Prospect, for the proposals for the statistical Valuation Program.

**Proposed Capital Projects:** Mayor Chatfield gave handouts of the Five-Year-Plan Proposed Capital Projects for the Council and Public. The Mayor stated that the CT D.O.T will be placing 'Rumble Strips' along areas of Scott Road and Straitsville Road that are prone for accidents with no cost to the Town. The Mayor stated that these 'strips' are proven to limit accidents.

Mayor Chatfield recognized Brandon and Gregory Peach from Scout Troop 258.

**Transfers:** Mayor Chatfield advised the Council that within three (3) days, 3,000 gallons of diesel fuel was used. Mayor Chatfield stated that he usually purchases 18,000 gallons of the fuel. The Mayor also stated that the cost of salt had risen from \$55.54 per ton to \$71.00 per ton. The Mayor requested a transfer.

**Motion made by S. Pilat and seconded by Al Delelle to approve the transfer in the amount of \$69,500.00 from the Fund Balance under section 8.07 of the Prospect Town Charter.**

**To:**

<b>TT Parts</b>	<b>\$ 5,000.00</b>
<b>I&amp;S Maintenance</b>	<b>7,500.00</b>
<b>I&amp;S Drivers</b>	<b>10,000.00</b>
<b>I&amp;S Contractors</b>	<b>7,500.00</b>
<b>I&amp;S Supplies</b>	<b>10,000.00</b>
<b>I&amp;S Salt</b>	<b>9,500.00</b>
<b>I&amp;S Labor</b>	<b><u>20,000.00</u></b>
<b>Total</b>	<b>\$69,500.00</b>

**Unanimous.**

**Sub-Committee Reports: Pension & Benefits:** T. Galvin asked Mayor Chatfield if new information was gathered regarding the alternatives to the Town’s employee benefit plan for healthcare. Mayor Chatfield advised that he is waiting for more information from Region 16 as he had contacted the Superintendent and the Regional Business Manager. T. Galvin advised that in April 2011, the State of Connecticut passed a law that allowed the Municipalities to join with the Regions for Healthcare. T. Galvin stated that the Town of Middlebury had joined with Region 15.

**Chair’s Report: Update – Town Charter Planning:** T. Galvin stated that if the Council decided to update the Town Charter, the revision would take approximately 12 to 16 months. T. Galvin suggested beginning the process in either May or June, after budget season. Council members asked T. Galvin to investigate what the cost for the revision would be so that a line item may be placed in the 2015-2016 Budget.

**Discussion: Additional Audit Steps:** T. Galvin questioned if the Council would like to consider the ‘Risk Assessment Review’ that the Town’s Auditor, Michael Battista advised on. T. Galvin asked the Council to consider cost and duration of the review. Council members questioned purpose of review. T. Galvin advised that the review is to show good procedure is used in handling the Town’s finances.

**Discussion – Senior Tax Relief Ordinance:** T. Galvin explained that an Ordinance was made on April 20, 2004 to give ‘seniors’ a rebate of \$200.00. T. Galvin would like the Council to consider a periodic review of this ‘Ordinance’ to possibly increase the rebate, as may be the case of some other states.

**Budget Meeting Dates:** T. Galvin asked for a motion to approve the dates.

**Motion made by D. Merriman and seconded by C. Graveline to approve the meeting dates for the 2015-2016 Budget Process. Unanimous.**

T. Galvin advised that the Regional School District 16's Financial Statements were completed for 6/30/14. T. Galvin also advised that the Region's Budget schedule had been received.

T. Galvin asked the Council to consider placing a 'second' Public participation before 'Adjournment' on the Agenda for each meeting. The Council approved of this procedure.

**Sub-Committee Reports: Ordinance.** Mayor Chatfield thanked the Ordinance Sub-committee for their time and action for many hours of hard work. T. Galvin asked Theresa Graveline to advise of the updates to the Blight Ordinance. T. Graveline advised that a letter had been received by the Council at the last Public Hearing for the Blight Ordinance raising several questions. T. Graveline commented on the questions raised. T. Graveline also stated to the Council that corrections to grammar and punctuation were made, as were changes to the fees for the penalties of the violations. T. Galvin requested a motion to approve the modifications to the ordinance. **Motion made by T. Graveline and seconded by J. Slapikas to approve the changes to the Blight Ordinance as amended: 'the amount of civil penalties that may be imposed for noncompliance shall apply to each violation in the amount of twenty five dollars (\$25.00) per day for days 1-30 from the date of the notice, then increase to fifty dollars (\$50.00) per day for days 31-60 from the date of the notice, then increase to one hundred (\$100.00) dollars per day for each day that the violation continues beyond sixty days from the date of the notice'. Unanimous.**

A discussion took place regarding the forms to be used. A request for a motion was made. **Motion made by S. Pilat and seconded by P. Geary to approve the forms (pack of 12) that pertain to the Blight Ordinance process.** C. Graveline discussed numbering and 'Revision date' to be added to the forms. **Motion made by +S. Pilat and seconded by P. Geary to approve the forms (pack of 12) that pertain to the Blight Ordinance process as amended. Unanimous.**

T. Graveline advised there are going to be (5) Anti-Blight Commission members that will hold regular meetings. T. Galvin advised that this new line item will be added to the Budget. Questions were raised to as timeframe for this commission to be up and running. T. Graveline advised that there will be postings in the Citizens News and Prospect Pages. All correspondence will be given to the Commission members.

A request was made to approve the Ordinance. **Motion made by J. Slapikas and seconded by T. Graveline to adopt the Blight Ordinance as presented. Unanimous.** The new Blight Ordinance will be given #83-02-17-15.

**Guests:** None

**Public Participation:** None

**Approval of Minutes: Motion made by D. Merriman and seconded by T. Graveline to approve the minutes of February 3, 2015. 8 Approved/1 Abstained, J. Slapikas. Motion passes.**

**Correspondence:**

Town of Prospect CT Discount Card dated 2/3/15  
Notice of Bid –Repair of Roof and Siding of Prospect Center School  
Transfer dated 2/17/15  
Notice of Request for Proposal - Office the Assessor  
Request for Proposals for a Valuation Program  
Draft Budget Process Dates 3/3/15  
Region 16 Budget Calendar  
Regional School District No. 16 Financial Statements 6/30/14  
Independent Accountant’s Report on Applying Agreed-Upon Procedures  
Ordinance #71-04-20-04  
Prospect Police Patrol Report January 2015  
Zoning Inspector’s Report January 2015  
Final Draft Blight Ordinance & Blight Ordinance Forms  
Tax Refunds 2/17/15  
Five-Year-Plan Proposed Capital Projects

**Motion made by S. Pilat and seconded by T. Graveline to place correspondence on file. Unanimous.**

Chairman Galvin requested of the Council to consider to pay the ‘Tax Refunds’ directly by the Tax Collector as suggested by the Town’s Auditor and follow the new process. T. Galvin requested a motion. **Motion made by D. Merriman and seconded by P. Geary to approve the direct payment, made by the Tax Collector, Diane Lauber, as suggested by the Auditor, Michael Battista for the ‘Refunds of Taxes’. Unanimous.**

**Refunds:** A request was made for a motion, to approve the ‘Refund of Taxes’. **Motion made by D. Merriman and seconded by P. Geary to approve the payment of the ‘Refund of Taxes’ dated 2/17/15, in the amount of \$4,568.49. Unanimous.**

**New Business:** **Refunds** – Already acted upon  
**Transfers** – Already acted upon  
**Resignations** – None  
**Appointments** – None  
**Bids** – Already acted upon

**Old Business:** **Sub-committee Reports:** S. Pilat expressed his disappointment as he updated the Council on the status of the Algonquin School Project. S. Pilat advised that only part of the school will be demolished and the Annex will also stay. The administrative Regional offices will not be rebuilt as the Building Committee for the school would have liked. The State of Connecticut is going back to the original plan of remodeling and only allows 40% of the monies.

**Public Participation:** Ron Peach, Plank Road, requested of the Council to consider increasing rebates to seniors as many of the Town's seniors are moving away. R. Peach advised that he would like to see the seniors retain more of their monies instead of having more taxes taken from their pensions and 401k's.

C. Graveline inquired if we are limiting our valuation bids based on our current software, and questioned if other reval bids are available if we use an alternate software ie: Vision software.

**Adjournment:** Motion made by D. Merriman and seconded by S. Pilat to adjourn the meeting. Unanimous. Meeting adjourned @ 7:56 P.M.

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**Thomas J. Galvin, Chairman**

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**Rosalyn B. Moffo, Clerk**