Prospect Town Council
Regular Meeting
Unapproved Minutes
August 18, 2015

Chairman Thomas J. Galvin called to order the regular meeting of the Prospect Town Council @ 7:00 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, J. Slapikas, Al Delelle, Carla Perugini-Erickson and D. Merriman

Members Absent: S. Pilat @ 7:27 p.m. and C. Graveline

Mayor's Report:

Mayor Robert J. Chatfield made note of the letter from Chesprocott regarding reportable communicable diseases in the health district and noted what Chesprocott is focusing on.

Region 16 Health Plan - Mayor Chatfield advised that the new Health plan for the full time Town of Prospect employees will take effect as of September 1, 2015. The new plan will begin in September through June 30, 2016, when a new contract would be negotiated.

Interest Rate – Mayor Chatfield advised that the interest rate for the new Bond is @ 0.65% for an interest amount of $7,401.15

Registrar of Voters News Letter – Mayor Chatfield advised that he had received a letter from the Office of the Secretary of State advising that there are new educational requirements for the Registrars of Voters. Council members commented on the eight class modules and the cost per module of $200.00 per Registrar. The Council commented that the entire course would take 18 months to complete and questioned if either Registrar had taken some of the courses thus far.

Town of Prospect CT Medication Discount Card – Total claims used: 621, Total Average price savings: $64.75 and % Price savings 60%.

Transfer: Mayor Chatfield requested a transfer from the Police Overtime Account to the Police Officers' Account in the amount of $86,171.20. **Motion** made by J. Slapikas, seconded by P. Geary to approve a transfer from the Police Overtime Account to the Police Officers' Account:

Officers' Account #6700	$78,671.20
Social Security	$ 7,500.00
Total	$86,171.20

Unanimous.

Mayor Chatfield stated that he has not received correspondence regarding the STEAP grant that was submitted for Sidewalks. The Mayor stated that he will be requesting

meetings with the State of CT Engineer and the Economic Coordinator for the Town of Cheshire for a meeting with the Town of Prospect Sidewalk Committee Task Force.

Mayor Chatfield asked the Prospect Tax Collector, Diane Lauber to review the Tax Collector's Report dated June 2015. D. Lauber stated that the new report gives a better overview showing more details to the collections; the total shown on the current report is a summary until the end of the fiscal year. D. Lauber noted that each month the Council will receive a month end's report.

Refunds: D. Lauber reviewed the Tax Refunds dated August 18, 2015 in the amount of $3,689.69. **Motion** made by D. Merriman, seconded by A. Delelle to approve the Tax Refunds dated August 18, 2015 in the amount of $3,689.69. **Unanimous.**

Chair's Report:

Superintendent Yamin/Discussion of Teacher-Union Contract – T. Galvin advised that Superintendent Yamin of Regional School District 16 would not be in attendance and proceeded to advise of the three types of contracts for Region 16: Adminstrative, Non-Certified and Teachers. T. commented that the Teachers Contract will be up as of 6/30/16 and negotiations will begin in the Fall. T. Galvin stated that the Superintendent is seeking suggestions from both Towns regarding the Teacher's Contract as once the negotiations begin, the Towns cannot have input. T. Galvin also stated that he will invite Superintendent Yamin to the September 1st meeting.

Charter Revision Process – T. Galvin advised that the Town Charter was originally adopted on July 4th, 1967 and had been updated approximately (6) times; the last in 2000. T. Galvin stated that CCM had been contacted and forwarded to him guidelines of the procedures to take while revising the Charter. T. Galvin advised that the number of people on the revision committee could have a minimum of (5) and a maximum of (15); a well balanced committee would be that of (8) or (9) people with a 3rd of elected officials. T. Galvin gave the names of the residents to be on the committee:

Robert Nash,	150 Sycamore Drive
Glen Gruber,	44 Bayberry Drive
Paul Krisavage,	11 Stonefield Drive
Jim Paulella,	23 Woodcrest Drive
Phil Reed,	424 Matthew Street
Jeff Lamontagne,	3 Saunders Lane

The elected officials have yet to be named. T. Galvin stated that the process takes approximately 12 to 16 months; for the final to be voted on by special ballot, which would be the Presidential election of 2016. Mayor Chatfield advised that due to (4) members of the Charter Revision Committee being unaffiliated, he would contact Attorney Yarbrough as to procedure. The Mayor stressed that the members would not need to change affiliations. Mayor Chatfield advised the Committee to contact all the Town Boards and Commission for any input and to also invite the Mayor or First Selectmen from other towns to come to meetings. T. Galvin advised that the next step of the process would be for a 2/3 vote of the Town Council for approval for the Charter revision. The Charter Revision Committee will be added to the next meeting Agenda of the Town Council on

September 1, 2015. J. Slapikas stated that at the September 1, 2015 meeting, the Charter Revision Committee should be set to go.

Update on Sidewalk Committee Task Force – Mayor Chatfield requested the names of the members of the Sidewalk Committee Task Force; one member remains to be named from P&Z. A motion was called for. **Motion** made by P. Geary, seconded by T. Graveline to name the following people to the Sidewalk Committee Task Force and to approve the member to be named from P&Z: Carla Perugini-Erickson, Mr. Jeff Holley, Ron Leone, Mayor Robert J. Chatfield. **Unanimous**.

Guests: None

Public Participation: None

Approval of Minutes: **Motion** made by D. Merriman, seconded by A. Delelle to approve the regular meeting minutes of July 7, 2015. **Unanimous.**

Correspondence:
MEMO from Maura Esposito (Chesprocott) dated August 4, 2015 Re: Communicable Diseases dated 8/4/15
Secretary of Sate Letter – New Educational Requirements for Registrars of Voters
Transfers Police Overtime Account to Police Officers' Account dated 8/18/15
Town of Prospect CT Discount Card for month ending May 2015
Rate for Bond dated 8/13/15
Tax Collector's Report dated June 2015
Tax Refunds dated 8/18/15
Mayor's Expenditures April and May for Fiscal Year 2014-2015
Building, Electrical, Plumbing and Heating Inspector's Reports dated July 2015
Zoning Inspector's Report for the Month of July 2015
We're Looking for Some Help with Prospect's Town Charter dated 12/2/14
Prospect Cardinals Soar Regional School District 16 "Ribbon Cutting" on 8/22/15
Prospect Police Patrol Report dated 7/2015
Emails received from Tom Galvin dated 8/10 & 11/15 for the Charter Revision
Town of Prospect Medical Plan/Rate Comparison Revised 7/7/2015
Charter Revision Guidelines from CCM revised 7/2012
Motion made by J. Slapikas, seconded by S. Pilat to place correspondence on file. **Unanimous.**

Mayor Chatfield also advised that there will be a "Ribbon Cutting" at Prospect Elementary School on Saturday, August 22, 2015 @ 10:00 a.m.

New Business:

Refunds – Already Acted Upon
Transfers – Already Acted Upon
Resignations – None
Appointments – None
Bids – None

Public Participation: None

Old Business: Sub-committee Reports – Ordinance Sub-Committee: T. Graveline advised that the Ordinance Sub-Committee is continuing their review of the Elderly Tax Credit. T. Graveline also stated that the sub-committee is investigating an ordinance for "Do Not Block the Box" for the markings on Rte 69 at the entrance to Chandler Drive once the new CVS is constructed.

T. Galvin advised that the Pension & Benefits sub-committee met and informed the Council that the Town of Prospect's Full Time employees will have a new Health Plan as of September 1, 2015.

Motion made by D. Merriman, seconded by J. Slapikas to add to the Agenda an "Executive Session" for Real Estate matters and to invite Mayor Chatfield to attend. **Unanimous**. **Motion** made by D. Merriman, seconded by J. Slapikas to convene to an "Executive Session" for Real Estate matters and to invite Mayor Chatfield to attend. **Unanimous**. The meeting convened to an "Executive Session" @ 7:56 p.m.

The regular meeting reconvened @ 8:10 p.m. no motions were made or votes taken.

Motion made by P. Geary, seconded by T. Graveline to authorize Mayor Chatfield to prepare the R.F.P. for the inspection at Community School – Bids to be opened on 8/31/15 @ 10:00 a.m. **Unanimous**.

The Community School Purchasing Committee joined the Town Council to discuss the committee's progress.

Adjournment:
Motion made by D. Merriman, seconded by J. Slapikas to adjourn the meeting. **Unanimous**. The meeting adjourned 8:30 p.m.

Thomas J. Galvin /RBM
Thomas J. Galvin, Chairman

Rosalyn B. Moffo
Rosalyn B. Moffo, Clerk

PROSPECT, CONN
TOWN CLERKS OFFICE
RECEIVED FOR RECORD
2015 AUG 20 AM 11:46
Maryann C. Ordway
TOWN CLERK