

Prospect Town Council  
Special Meeting  
Budget Workshop  
Unapproved Minutes  
March 9, 2016

The Special Meeting of the Prospect Town Council was called to order by Chairman Thomas J. Galvin @ 6:03 P.M. and commenced with the Pledge of Allegiance. The meeting was held at the Prospect Town Hall, 36 Center Street. The meeting was taped.

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

**Members Absent:** None

**Correspondence:** Mayor Robert J. Chatfield requested of the Council a motion to approve the revised dates for the Budget Workshops schedule. **Motion** made by P. Geary, seconded by J. Slapikas to approve the revised dates for the Budget Workshops schedule. **Unanimous.**

Mayor Chatfield gave the Council a packet of job descriptions for the employees of the Town of Prospect.

**Motion** made by J. Slapikas, seconded by Al Delelle to accept the correspondence received and place on file. **Unanimous.**

**Elections & Registrars #5150:** Katie Blinstrubas, Democratic Registrar for the Town of Prospect, presented before the Council. K. Blinstrubas discussed the increase to line item #5150-07 Conf. & Training as the Registrars and Deputies will need to be certified within the next year or however soon they complete the courses. K. Blinstrubas advised that she also included billable hours outside of salary. K. Blinstrubas added that once they are certified the added increase would be taken off, unless a new Registrar is voted in or a new Deputy is sworn in. Council members asked if everything was in order for the upcoming election and at the polls. K. Blinstrubas added that she had obtained a new voting machine for free from the State, which comes available when Towns redistrict. K. Blinstrubas added that the only necessities that she sees coming up may be new battery replacement within the battery backup and possibly a new handicap access machine, which maybe available through State funding. K. Blinstrubas also added that as to the age of the voting machines, they are all approximately the same age and had memory card updates. K. Blinstrubas also stated that she may need to have a Wi-Fi setup or an extra line hook-up for the polls at Community School, but wasn't aware of the cost. Council members requested that K. Blinstrubas check into pricing for the hook-up. Council members discussed Line Item 5150-00 Salaries. After discussion, the Council felt it best to leave Line Item #5150-00 as is at \$24,000, but to increase Line Item #5150-08 Computer Setup from \$1,000 to \$1,200.00 for a bottom line total of \$63,200.

**Motion** made by D. Merriman, seconded by L. Fitzgerald to approve the Elections & Registrars Budget as amended for Line Item #5150-00 \$24,000 and Line Item #5150-08 \$1,200, for a bottom line total of \$63,200. **Unanimous.**

**Zoning Board of Appeals #5100:** A request for a motion to approve the Budget of the Zoning Board of Appeals was called for. Council members discusses Line Item #5100-03 Conferences and the use of \$200.00. P. Geary questioned why the fees had not been used. A recess was called for. **Motion** made by P. Geary, seconded by L. Fitzgerald to convene to a recess. **Unanimous.** Meeting recessed @ 6:43 p.m. **Motion** made by P. Geary, seconded by L. Fitzgerald to reconvene to a regular meeting. **Unanimous.** The regular meeting reconvened at 6:44 p.m. After discussion, **Motion** made by L. Fitzgerald, seconded by J. Slapikas to approve the Budget of the Zoning Board of Appeals in the amount of \$1,725. 8 Approved/ 1 Abstained, C. Graveline **Unanimous.**

**Assessor #5250:** T. Galvin advised that per the Auditor, Mike Battiste, a recommendation was made to start to put aside a sum of monies for Line Item #5250-07 Revaluation SM for the full Reval in 2020. The recommendation called for approximately \$40,000 per year for a total of \$200,000 to be banked over the next several years. Mayor Chatfield requested to table the Assessor Budget until the next Budget Workshop of March 12, 2016 for him to consider all options. Council members questioned the amount of Line Item #5250-09 Field Inspections \$2,500 and requested more clarity on this Line Item.

**Tax Collector #5350:** Mayor Chatfield requested that the Council review the Budget of the Tax Collector: C.C.M.C. **Motion** made by P. Geary, seconded by J. Slapikas to approve the Budget of the Tax Collector #5350 in the amount of \$108,127. P. Geary questioned Line Item #5350-05 Supplies and what the increase of \$460 was for. After discussion, the Council stated that they were pleased with the level of clarity Tax Collector, D. Lauber placed in her Budget report. A vote was called for. **Unanimous.**

**Economic Development Commission #7750:** Mayor Chatfield requested a motion to approve the Budget of Economic Development Commission (EDC) in the amount of \$2,500. Council members requested that the EDC come to a meeting to give an update of what they are doing. **Motion** made by J. Slapikas, seconded by C. Graveline to approve the Budget of the Economic Developments Commission. **Unanimous.**

**Recreation Department #7400:** Chris Moffo, Director of Parks & Recreation presented before the Council with the Board of Recreation. C. Moffo clarified for the Council that he uses the Mercantile Account for his programs for online registrations and fees. C. Moffo continued by reviewing his budget. C. Moffo explained that the increases in the Budget included reconstructing the 1st basketball court at Hotchkiss Field and adding a 2<sup>nd</sup> at Hotchkiss along with installing a better security camera system for Hotchkiss Field. C. Moffo stated that the Tennis Courts at McGrath and Canfield need to be resurfaced. C. Moffo also stated that he would like to have the Walker's path at

Hotchkiss Field paved. Council members asked for a breakdown of costs. C. Moffo replied that the costs are:

Basketball Courts	\$110,000
Cameras	\$ 28,000
Walking Path	\$ 20,000
Tennis Courts	\$ 28,000 (\$14,000 per Tennis Court)

P. Geary voiced her concern that more out-of-towners use the Basketball Courts than residents. P. Geary stated that many children have been ‘bumped out’ from using the court while out-of-towners are there. After discussion, C. Moffo continued that he would like to see something done with the Walker’s path as the rain and elements tend to disturb the stone dust and more needs to be added. Mayor Chatfield advised that he would like to keep the Walker’s path with the stone dust as it looks more rustic. Carla Perugini-Erickson advised that she is at the field quite a bit and would like to see the path paved as it would extend the season. P. Geary stated that she did not feel the path should be paved. P. Geary also commented that C. Moffo had requested more money for park development while there is still approximately \$65,000 from the amount of \$70,000 given last year and if the Department doesn’t use it, it will be taken away. Parks & Rec Chairman, Mike Palmerie, Jr. commented that the Board had waited until the Spring to bid-out the various projects of cameras, resurfacing and paving. Council members stated to get the work done to use the current amount. Council members agreed that it would be beneficial to have the upgrade to the camera system as the Park gets so much use and vandalism has taken place there. C. Moffo stated that he will send out bid notices now and have the work done in the next few months for the cameras, resurfacing of the Tennis Courts and get a price on the Walking path. J. Slapikas requested that C. Moffo get a quote for reconstructing the current Basketball court.

Council members asked C. Moffo about the Summer Camp program. C. Moffo stated that the Park & Rec and the Mayor’s camp have combined. The camp is now from 9 to 2:30 p.m. C. Moffo continued that the camp is a playground camp with inside and outside activities of Arts and Crafts, entertainment on Wednesdays and field trips on Fridays. C. Moffo stated that the camp this year will run from July 5<sup>th</sup> through August 12<sup>th</sup> for grades 1<sup>st</sup> through 5<sup>th</sup>. C. Moffo stated that he added monies to the Summer Camp budget for a before and after camp program also.

The discussion led back to safety on the walker’s path and extending the season. The path will be widening to 3 to 4 feet. Mayor Chatfield advised that the surrounding area of the walk would need to be reseeded and loamed.

C. Moffo advised that he increased the fee for cleaning of the restrooms at Hotchkiss from 4 days to 6 days a week. Council members advised that the new security system would allow more monitoring. P. Geary questioned where C. Moffo purchased T-shirts and Athletic equipment. C. Moffo advised that he receives discounts from BSN Sports for sports equipments and T-shirts from Triple Stitch. C. Moffo advised that he pays by invoice only, which is reviewed by the Board of Rec.

Council members complimented C. Moffo on his work and asked the Board members of their report on Chris. A discussion took place on salaries.

L. Fitzgerald advised that the American Legion would like to purchase a Flagpole for the ball field at Hotchkiss Park and stated that Mayor Chatfield advised that he would like to have it raised on the hill behind the backstop.

M. Palmerie, Jr. commented that the request for \$110,000 under park development is not just for the basketball courts but to have extra in the event of unforeseen repairs. C. Graveline asked C. Moffo to incorporate some etiquette into the Summer Camp. After discussion, Council members requested to table the Budget for the Recreation Department.

**Adjournment:** Motion made by C. Graveline, seconded by D. Merriman to adjourn the meeting. **Unanimous.** The meeting adjourned @ 7:45 p.m.

*Thomas J. Galvin*  
Thomas J. Galvin  
Chairman