

TOWN OF PROSPECT CHARTER REVISION COMMISSION

The following is a summary of some of the proposed changes to the Town Charter:

1. Appointment of the Town Clerk, Town Treasurer & Tax Collector (by the Mayor, with the consent of the Town Council) instead of being elected: This change is not related to anyone's performance. Rather, the Commission wants to put in place a process to obtain, in the future, the best qualified person for the job; and a process which utilizes job descriptions, job performance evaluations and the ability to be removed for cause. Any Town Clerk, Town Treasurer or Tax Collector, who was elected to that Office, shall continue to serve in that Office for the remainder of their elected term. See sections 2.01 & 6.15–6.17.
2. Town Council – Presiding Officer: If the vote for the Town Council Chairman remains a tie after three (3) ballots, the Mayor shall be permitted to vote to elect a Chairperson. If the Mayor is unable to preside over said Town Council meeting due to absence or disability, the Town Clerk shall preside over said Town Council Meeting until a Chairperson is elected. See section 3.02.
3. Salaries – Officers and Town Employees: The Town Council shall establish a compensation plan for all town employees not covered by collective bargaining agreements. The Town Council shall cause to be created, Job descriptions and an annual Performance Review process for Town Employees. See section 3.14.
4. Duties of Mayor: The Mayor shall prepare a Transition Report for the incoming Mayor and Town Council to ensure the continuity of operations of the Town. See section 5.02.
5. Annual Audit: The number of consecutive annual audits performed by the same independent certified public accountant or same firm of independent certified accountants shall be limited to (5) five. See section 8.01.
6. Annual Financial Proposal: The head of each Department, Office or Agency of the Town, shall file with the Mayor, by January 15 (no longer February 10) the appropriate financial information. See section 8.02.
7. Duties of Mayor on the Budget: The Mayor shall present the proposed budget on February 15 (no longer March 10). Additionally, subsection (c) has changes which update the requirements for proposal content and format. See section 8.03.
8. Reductions in Town Budget: (NEW SECTION): This new section allows the Town Council under certain circumstances to reduce the approved budget. See section 8.10.
9. Conflict of Interest: (NEW CHAPTER): Updated from old section 3.06 to include “personal interests”, not just “financial interests”, whereby these interests shall immediately be disclosed to the appropriate Town Board, Commission, Council or Mayor. See section 11.01.
10. Online Notifications of Boards and Commission Activities: (NEW CHAPTER): All Boards, Commissions and Town council shall post their activities on the Town Webpage. See section 12.01.