

**Prospect Town Council  
Regular Meeting  
Approved Minutes  
January 20, 2015**

The Town Council meeting was called to order by Chairman Thomas J. Galvin @ 8:15 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: D. Merriman, Al Delelle, S. Pilat, Carla Perugini-Erickson, T. Graveline, T. Galvin , P. Geary, C. Graveline and J. Slapikas**

**Members Absent: None**

**Mayor's Report:** Mayor Robert J. Chatfield gave the Council the following items:

- a handout of the 'Draft' of the schedule for the 2015 Budget
- a copy of the Revenue Sheet with updates
- a picture of the Town crew using the new' SMM Master Mix Tailgate Pugmill' for pothole repair

Mayor Chatfield requested of the Council, a motion to approve the transfer of \$35,000.00 from the Fund Balance to the Capital-Non-Recurring savings account for the future statistical reevaluation. Discussion. T. Galvin requested a motion. **Motion made by J. Slapikas to approve a transfer in the amount of \$35,000.00 from the Fund Balance to the Capital-Non-Recurring saving account for the future statistical reevaluation. Motion seconded by Al Delelle. Unanimous.**

Mayor Chatfield advised the Council of the following:

- the weather permitting the Ice Skating Rink to be open
- the Assessor, James W. Clynes, will attend the Town Council meeting on February 3, 2015 to review the Grand List
- CL&P will conduct tree-trimming on 41 miles of road

P. Geary congratulated the Blight Ordinance sub-committee on their hard work that resulted in a Public Hearing that was conducted prior to tonight's regular Town Council meeting.

T. Graveline complimented Chris Moffo, Prospect Parks & Recreation Director, for his emailing notices to residents and others to advise of events, in particular, that the Ice Skating Rink was open.

**Chair's Report:** Chairman Tom Galvin expressed his thoughts on taking the preliminary steps for a Charter Revision. Council members discussed timeframes, including beginning the process in June, due to an approximate 16 month period for the work to be completed. Discussion also included requesting the assistance of a professor from one of the Universities to advise on the revision of the Charter.

Council members noted that a UCONN professor helped with the current Charter. J. Slapikas requested to keep this item on the Agenda.

T. Galvin also asked the Council to consider of the Charter, Section 3.14. Salaries. T. Galvin gave the Council a copy of the CCM Salary Survey for 2013-2014. A discussion took place regarding salaries for Elected, Appointed and hired employees. Diane Lauber, Prospect Tax Collector, expressed her concerns on the difficulty to put into perspective salaries for elected positions that have tenure. Council members requested 'job' descriptions that would include duties, hours and certifications for each Department. Council members advised that they believed this was a good time to discuss the information, prior to the Budget, and not to have a limited timeframe at Budget time.

T. Galvin also asked the Council to consider planning for next year's Audit. T. Galvin recommended having a more in-depth look at certain areas of how the Town is run. Mayor Chatfield advised that with the Budget, the Mayor will present job descriptions and explain how the Town Hall is running with fewer people.

**Guests: None**

**Public Participation: None**

**Approval of Minutes: Motion made by D. Merriman to approve the minutes of January 6, 2015. Motion seconded by S. Pilat. 8 Approved / 1 Abstained, J. Slapikas. Unanimous.**

**Correspondence:** Draft of Budget Schedule dated 1/20/15  
Picture of new' SMM Master Mix Tailgate Pugmill' for pothole repair 1/15/15  
Revenue Sheet as of 1/20/15  
Basic Steps for revising or developing a municipal charter  
Transfer request of \$35,000.00 dated 1/20/15  
2013-2014 CCM Salary Survey

**Motion made by J. Slapikas to place correspondence on file. Motion seconded by P. Geary. Unanimous.**

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

**Old Business: Sub-committee Reports – Previously discussed**

Council members advised that they would like to have a schedule of the Departments that would be coming to each Budget workshop. Council members also advised that they would like to have the Budget schedule advertised in the Prospect Pages, Citizen News and have signage displayed around Town.

**Adjournment: Motion made by D. Merriman to adjourn the meeting. Motion seconded by C. Graveline. Unanimous. The meeting adjourned @ 9:14 P.M.**

Thomas J. Galvin, Chairman

Rosalyn B. Moffo, Clerk