

**Prospect Town Council  
Approved Minutes  
January 3, 2012**

Chairman Tom Galvin called the meeting to order @ 6:00 P.M. The meeting was held at the Town Hall, in the lower level conference room.

**Members Present:** S. Pilat, D. Merriman, R. Doyon, T. Graveline, C. Graveline, M. Scaviola, J. Slapikas, P. Geary and T. Galvin

**Members Absent:** None

**Mayor's Report:**

Mayor Robert J. Chatfield extended a Happy New Year to the Council and the residents attending the first Town Council Meeting of 2012.

Mayor Chatfield introduced the new Fire Chief, Jason Kolodziej and the Assistant Fire Chief, William Lauber, Jr. Fire Chief Kolodziej advised of the honor bestowed upon him and stated one of his main goals would be to work closely with the Mayor's Office and the Town Council. Assistant Fire Chief Lauber, also advised of the great honor bestowed upon him and stated he looked forward to working with the Town Council. The Council extended its congratulations to both the new Fire Chief and the Assistant Fire Chief.

Mayor Chatfield introduced Michael Battista, the Town's Auditor, to present the Annual Report for the Town Budget for the fiscal year ending June 30, 2011. Mr. Battista stated the Town's surplus climbed and ended its fiscal year with a total fund balance of \$502,514. M. Battista reviewed the audit with the Council. M. Battista suggested to the Council to consider setting aside some of the 'fund balance' for future use. M. Battista gave some insight into where the monies might be used. Discussion. Council members requested to review the Audit in advance, instead of 2 days before the Council meets. M. Battista stated he would like to give a basic review of the budget in either September or October. Mayor Chatfield requested a motion to approve the audit.

**Motion made by J. Slapikas to accept the Auditor's report for budget year ending June 30, 2011. Motion seconded by P. Geary. Unanimous.**

Mayor Chatfield requested of the Council to reappoint Michael Battista as the Town's Auditor. **Motion made by D. Merriman to reappoint Michael Battista as the Town's Auditor for budget year 2011-2012. Motion seconded by R. Doyon. Unanimous.**

A request was made for the Council to accept the recommendations made by the Town's Auditor. **Motion made by P. Geary to accept recommendations made by the Town's Auditor, Michael Battista, for 'adjustments required to reconcile the Budget Schedule (presented on the budgetary basis of accounting) to the Governmental Funds Statement (presented on the modified accrual basis in accordance with generally accepted accounting principles)'. Motion seconded by S. Pilat. Unanimous.**

Mayor Chatfield advised the Council of the new Resident State Trooper Matthew Comeau. Mayor Chatfield advised he felt a Resident State Trooper should be a resident of the Town and not from outside the area.

**Refunds:**

The Mayor requested a motion to approve the Tax Refunds dated January 3, 2012 in the amount of \$1,565.63. **Motion made by T. Graveline to approve the Tax Refunds dated January 3, 2012 in the amount of \$1,565.63. Motion seconded by C. Graveline. Unanimous.**

A request was made to convene to an 'Executive Session' for B.R.R.F.O.C. Contracts and to invite Mayor Chatfield to attend. **Motion made by D. Merriman to convene to an 'Executive Session' for B.R.R.F.O.C. Contracts and to invite Mayor Robert J. Chatfield to attend. Motion seconded by C. Graveline. Unanimous.** Meeting convened to an 'Executive Session' @ 7:03 P.M.

The meeting reconvened from the 'Executive Session' @ 7:13 P.M. No motions were made or votes were taken.

**Chair's Report:** None

**Guests:** None

**Public Participation:** Diane Lauber, the Town of Prospect's Tax Collector, advised the Council of the online payment of tax bills. D. Lauber stated the bills may be paid as early as next week. Webster Bank will be handling the online check payments with a fee of \$3.95 per transaction. A credit card payment will be @ 3%. The Town will not incur any expense other than the fee for processing through Quality Data. Discussion.

**Approval of Minutes:**

**Motion made by D. Merriman to approve the minutes of December 20, 2011.**

**Motion seconded by J. Slapikas.**

**3 Abstained/S. Pilat, R. Doyon & P. Geary.**

**6 Approved/T. Graveline, C. Graveline, M. Scaviola, T. Galvin, D. Merriman & J. Slapikas. Motion Carries.**

**Correspondence:**

Mayor's Expenditures August & September 2011

Building, Electrical, Plumbing & Heating Inspector's Reports December 2011

Letter from Mayor Chatfield dated 12/22/2011 for the Budget

General Fund – Comparative Balance Sheet dated June 30, 2011 and 2010

Expenditure Budget – June 30, 2011

T. Galvin stated if any Council members would like to add input into the Budget, please do as early as possible; the deadline is February 10, 2012.

P. Geary commented on the status of the Town Recycling Center closing for the months of January and February. P. Geary and T. Graveline stated the Center should be opened once a week or possibly twice a month. P. Geary stated this is not in the best interest of the Citizens. **Motion made by R. Doyon to place correspondence on file. Motion seconded by T. Graveline. Unanimous.**

**Appointments:**

P. Geary requested to remove from table the previous Recommendations made by Democratic Town Committee Chairman, Michael R. Scaviola and dated 12/6/11. **Motion made by P. Geary to remove from table the Recommendations from the Democratic Town Committee Chairman, Michael R. Scaviola dated 12/6/11. Motion previously seconded by T. Graveline.**

**Motion made by M. Scaviola to approve, as written, Recommendations from the Democratic Town Committee Chairman, Michael R. Scaviola dated 1/3/12. Motion seconded by S. Pilat. A Roll Call vote was taken.**

3 Approved; C. Graveline, T. Graveline & M. Scaviola/6 Opposed; R. Doyon, T. Galvin, P. Geary, S. Pilat, J. Slapikas & D. Merriman. Motion fails.

**Motion made by C. Graveline to approve individually the Recommendations from the Democratic Town Committee Chairman, Michael R. Scaviola. Motion seconded by R. Doyon. Unanimous.**

**A Roll Call vote was taken and unanimous approval was given by the Council for each of the following recommendations from the Democratic Town Committee Chairman, Michael R. Scaviola:**

Whitney J. Caporaso (Inland Wetlands alternate member replacing L. Dixon)

Lorraine V. Dixon (Inland Wetlands regular member replacing W. Caporaso)

Lawrence B. Rifkin (Economic Development)

Jeffrey A. Lamontagne (Economic Development)

Gena E. Mann (Water Pollution Control regular member)

Kathleen M. Graveline (Library Board)

Kathleen M. Greene (Library Board)

Suzanne V. Loud (Library Board, extend to 2016 to correct alternating balance, see TC minutes of November 1, 2011)

Lorraine W. Dixon (Library Board, extend to 2016 to correct alternating balance, see TC minutes of November 1, 2011)

Mark Casey (Emergency Management)

Carl Montagano (Zoning Board of Appeals)

Gena E. Mann (Emergency Management regular member, replacing expired term of Larry Fitzgerald)

Jeffrey A. Lamontagne (Emergency Management regular member, replacing expired term of Robert Morin)

**A Roll Call vote was taken for Jimmy Kollcinaku (P & Z alternate member, replacing E. Graveline, term to expire 12/5/2012).**

6 Opposed/ R. Doyon, T. Galvin, P. Geary, S. Pilat, J. Slapikas, & D. Merriman

2 Abstained/ T. Graveline & C. Graveline  
1 Approved/ M. Scaviola. The Recommendation was not approved.

**Transfers:** None


**Resignations:** None


**Old Business:**

Sub-committees Reports: None

**Adjournment:**

**Motion made by D. Merriman to adjourn the meeting. Motion seconded by R. Doyon. Unanimous. Meeting adjourned @ 8:05 P.M.**

  
Thomas J. Galvin, Chairman

  
Rosalyn B. Moffo, Clerk