

Prospect Town Council  
Budget Workshop  
Approved Minutes  
April 28, 2020

Chairman Slapikas called to order the Virtual Budget Workshop of the Prospect Town Council @ 5:00 p.m. The meeting began with the Pledge of Allegiance.

**Attending:**

A roll call for attendance was taken by Chairman Slapikas.

**Via Online:** P. Murray, T. Graveline, S. Pilat, R. Blanc, P. Geary, L. Fitzgerald, M. Patchkofsky & S. Lusas Kolodziej

**Also, in Attendance via Phone:** Mayor Robert J. Chatfield

There were additional callers online that could view and listen. Chairman Slapikas asked for comments from the Public, no comments were made.

**Revisit- Holiday Observances #7450-00 Memorial Day**

Mayor Chatfield recommended to the Council to deduct \$2,000 line item #7450-00 as the parade and several ceremonial observations were canceled due to COVID-19. The Mayor stated that wreaths were ordered and a smaller ceremony would be performed. Disc. **Motion** made by P. Geary, seconded by S. Lusas Kolodziej to approve the deduction of \$2,000 from line item #7450-00 Memorial Day from \$6,000 to \$4,000 (-\$2,000). Disc. M. Patchkofsky commented that this budget is for next year not this year's ceremony. Disc. Motion made by P. Geary, seconded by S. Lusas Kolodziej to amend the motion and to change the budget of #7450-00 Memorial Day to \$5,000 from \$6,000 for a reduction of \$1,000. The bottom-line total for Holiday Observances #7450 would be \$20,900 (-\$1,000). A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, P. Murray, L. Fitzgerald and T. Graveline. **Opposed/None. Motion passes.**

**Revisit - Unemploy. Comp Tax #6150**

Mayor Chatfield advised the Council that he may need to transfer more monies into this line item #6150-00 Tax of \$3,000. The Mayor stated that he received four notices of Workers Comp. claims, including one for a Board Clerk that worked two meetings earning \$300 for the two meetings. There will be a payment of \$3.00 a month into Workers Comp for this individual. The Mayor explained that there may be more notices of this nature coming forward.

**Revisit – Insurance #6750**

Mayor Chatfield advised that there was a reduction in both line items:

#6750-00 Liability from \$148,476 to \$141,243 (-\$7,233)

#6750-01 Workers Comp from \$197,206 to \$195,253 (-\$1,953);

for a new bottom line total of \$336,496 (-\$9,186) for Insurance #6750. Disc. **Motion** made by L. Fitzgerald, seconded by S. Lusas Kolodziej to remove Insurance #6750 from table. **Motion** made by S. Lusas Kolodziej, seconded by R. Blanc to approve the budget of Insurance #6750 with the changes to line items #6750-00 Liability from \$148,476 to \$141,243 (-\$7,233); #6750-01 Workers Comp from \$197,206 to \$195,253 (-\$1,953); and for a new bottom line total of \$336,496 (-\$9,186). Disc. Council members requested to change line item #6750-00 Liability to Comprehensive/Package. The Council also requested a copy of the explanation of changes made by the Insurance company. Disc. A roll call vote was taken to approve the category of Insurance. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None. Motion passes. Motion** made by P. Murray, seconded by S. Lusas Kolodziej to approve the change for line item #6750-00 Liability to Comprehensive/Package. A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None. Motion passes.**

**Building Department #5850**

**Motion** made by S. Lusas Kolodziej, seconded by T. Graveline to approve the budget of the Building Department #5850 in the amount of \$84,600. Disc. The following changes were made to salary due to a change in the percentage for salary increase; other line items remained the same:

	From:	To:
#5850-00 Bldg Off. Salary (PT)	\$35,820	\$35,732
#5850-01 Mech. Insp. Salary (PT)	\$12,505	\$12,414
#5850-02 Supplies/Dues/Conf	\$ 2,575	\$ 2,575
#5850-03 Building Off. Mileage	\$ 2,700	\$ 2,700
#5850-04 Mechanical Ins. Mileage	\$ 2,000	\$ 2,000
#5850-05 Clerical Asst. PT1	\$12,000	\$10,436
#5850-06 Elec. Insp. Salary (PT)	\$ 8,761	\$ 8,761
#5850-07 Elect. Insp. Mileage	<u>\$ 2,000</u>	<u>\$ 2,000</u>
Total	\$84,600	\$76,618

A lengthy discussion was held on covering Building Inspectors. The recent illness of the Town's Building Official prompted this inquiry. M. Patchkofsky recommended to add a line item for covering Building Inspectors, #5850-08 to this category. The Council suggested salaries to which Chairman Slapikas suggested to place \$500.00 into this line item. P. Geary commented on using line item #6200-00 Vacation & Holiday under BTE for coverage for ailing or vacationing Town employees. P. Geary commented that she preferred this area from line item #5850-08, as line item #6200-00 would be every department not just one. The Council continued with questions of insurance coverage, volunteers and salaries to covering individuals. Disc. A roll call vote was taken to approve the Budget of Building Department #5850 in the amount of \$76,618. **7 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, P. Geary, P. Murray and L. Fitzgerald; **1 Opposed/** S. Pilat; **1 Recused/** T. Graveline **Motion passes.**

**Motion** made by M. Patchkofsky, seconded by P. Murray to approve a new line item of #5850-08 Sub-Inspector/Mileage in the amount of \$500.00. P. Geary commented that this should not be specific to just this department and felt that it should be placed under BTE. A roll call vote was taken. **4 Approved/** J. Slapikas, M. Patchkofsky, P. Murray, S. Lusas Kolodziej; **4 Opposed/** R. Blanc, S. Pilat, P. Geary, L. Fitzgerald; **1 Abstained/** T. Graveline **Motion fails.**

### **Police #6700**

The Council held a lengthy discussion on Police.

**Motion** made by S. Lusas Kolodziej, seconded by R. Blanc to approve the Budget of Police #6700 in the amount of \$1,150,915. The following topics were discussed:

-#6700-01 Resident Trooper Program: The Mayor stated that after numerous discussions with the STCT State Troopers office on the Town of Prospect and Bethany not being contiguous, the Town of Prospect will now share a Resident State Trooper with Bethany. A contract will be signed by July 1<sup>st</sup>. The Mayor requested to deduct requested to deduct line item #6700-01 Resident Trooper Program from \$210,673 to \$105,337.

-The Trooper will spend half of his time in town and half in Bethany.

- #6700-00 Officers -P. Murray requested to create another line item for the Lieutenant and breakout his position from the Officers. Questions were raised as to a job description for the Lieutenant and the number of hours he works as when created the position was for part-time position as an Administrative Lieutenant. The Mayor commented that he works 40 hours per work, for the past 2 years; he reports to fires, crime and accidents as well as to other areas. Council members raised their concerns that the job was approved as an Administrative Lieutenant with part-time hours. The Mayor stated that due to concerns of Homeland Security and other recent issues, his hours changed. Council members questioned why they were not told of the increase to hours. The Council also questioned the hourly salary of the Lieutenant which is \$1 more per hour than an officer.

-Concerns were made as to monies appropriated for Tactical and Midnight Shift officer and only recently used.

-Canine Officer – Council members raised their concern as to a Canine Officer, when it was clear that they denied this training if it was taking place, at a Council meeting on 3/3/2020. Questions were raised as to the necessity and cost to the residents for having a Canine Officer.

-T. Graveline raised her dismay why the Council is not informed on changes that are made.

-Changes were made to line item #6700-00 Officers from \$765,407 to \$690,443 and to create a new line item #6700-10 Lieutenant in the amount of \$72,418

-A request was made to leave #6700-04 Clerical Assistants PT 2 @ \$20,835 from \$24,637. **Motion** made by M. Patchkofsky, seconded by P. Geary to approve the amount of \$20,835 from \$24,637 for line item #6700-04 Clerical

Assistants PT 2. A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None. Motion passes.**

-#6700-10 Lieutenant: Motion made by S. Lusas Kolodziej, seconded by L. Fitzgerald to create this line item of #6700-10 in the amount of \$72,418. Disc. T. Graveline commented why they were not made aware of the additional hours and questioned if the position would stay at 40 hours. L. Fitzgerald commented that the job title should be changed from Adm. Lt. to another capacity as the job has become more entailed.

-P. Geary commented that the Council does not have a problem with the job, but with not receiving information to begin with.

-M. Patchkofsky commented on line item #6700-06 Vehicle Computer Supplies and requested to change the amount from \$12,000 to \$7,000 (-\$5,000). **Motion** made by M. Patchkofsky, seconded by L. Fitzgerald to approve the change for line item #6700-06 from \$12,000 to \$7,000. The Council questioned where the monies would be coming from. The Mayor advised from HCP, Highway Construction which is a Police Overtime account. Comments were made as to purchasing a new police vehicle. T. Graveline commented that large financial decisions are being made without the consent of the Council. Disc.

-#6700-02 Fleet Gas & Repair – M. Patchkofsky questioned if a reduction could be made from \$60,000 to \$50,000 as there will be a new fleet vehicle. Disc. **Motion** made by M. Patchkofsky, seconded by P. Murray to approve the reduction from \$60,000 to \$50,000 (-\$10,000) for line item #6700-02 Fleet Gas & Repair.

-#6700-05 **Motion** made by M. Patchkofsky, seconded by T. Graveline to reduce line #6700-05 Training from \$20,000 to \$17,000 (-\$3,000). Disc. A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None. Motion passes.**

-#6700-02- **Motion** made by M. Patchkofsky, seconded by P. Murray to approve the reduction from \$60,000 to \$50,000 (-\$10,000) for line item #6700-02 Fleet Gas & Repair. Disc. A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None. Motion passes.**

-#6700-09 Overtime Wages – P. Geary questioned Overtime Wages and the Treasurer report and what was spent out of the account for salaries.

-#6700-07 Radios & Equip. (\$115,000) – The Mayor advised that he will be requesting a bond for four repeater radios for the Fire Department and the Police Department

-T. Graveline raised her concerns as to the Canine Officer; what vehicle would be used for the Canine Officer, which would be the Animal Control Officer's vehicle. The type of dog, German Shepard. Hours of Work, part time; paid 1 hour of pay per day. T. Graveline questioned 'is the officer receiving one (1) hour of pay per day for the care of the dog'? No response. Where the monies are coming from: from HCP. Where is the dog handler from; from Troop I; he travels from Middletown. The Council questioned the Town's Unions as to the handler for the Canine Officer; all contracts are up as of June 30<sup>th</sup> 2020. Questions were raised as to Town owned vehicle usage. T. Graveline explained her dismay at having a Canine Officer and impact on the Town.

-M. Patchkofsky commented that the Council does not know enough about the category of Police. Disc.

- **Motion** made by S. Lusas Kolodziej, seconded by R. Blanc to approve the Budget of Police #6700 in the amount of \$1,019,457 from \$1,150,915 (-\$131,458). A roll call vote was taken. **8 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray **1 Opposed/T. Graveline. Motion passes.**

The Council discussed setting meeting dates, public hearing and special meeting. The Council discussed setting a new Budget workshop date and timeframes. Disc.

**Motion** made by S. Lusas Kolodziej, seconded by T. Graveline to set the following dates:

Monday, May 4<sup>th</sup> @ 5:00 p.m. Virtual Budget Workshop; Tuesday, May 5<sup>th</sup> @ 7:00 p.m. Virtual Regular Meeting, Tuesday, May 12<sup>th</sup> @ 7:00 p.m. Virtual Public Hearing; Tuesday, May 26<sup>th</sup> @ 7:00 p.m. Council Special Meeting for vote on FY Budget 2020-2021. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None Motion passes.**

-The Mayor requested to place Bonding on the Agenda for Tuesday, May 5<sup>th</sup>.

Transfer: #4-23-2020 – 1

Motion made by S. Lusas Kolodziej, seconded by R. Blanc to approve the transfer from Public Works Overtime Account:

From:		To:	
#7200-01 Public Works OT	\$3,000	#6100-03 Town Buildings Heat	\$3,000
Total	\$3,000		\$3,000

Disc.

Motion made by S. Lusas Kolodziej, seconded by R. Blanc to approve as amended, the transfer from Public Works Overtime Account:

From:		To:	
#7200-01 Public Works OT	\$3,000	#6100-03 Town Comm. Ctr Heat	\$3,000
Total	\$3,000		\$3,000

A roll call vote was taken. **9 Approved/** J. Slapikas, M. Patchkofsky, S. Lusas Kolodziej, R. Blanc, S. Pilat, P. Geary, L. Fitzgerald, P. Murray and T. Graveline. **Opposed/None Motion passes.**

**Adjournment:**

**Motion** made by S. Lusas Kolodziej, seconded by R. Blanc to adjourn the meeting. **Unanimous.** The meeting adjourned @ 7:42 p.m.

*Jeff Slapikas*  
*Chairman*