

Prospect Town Council  
Regular Meeting  
Approved Minutes  
January 7, 2020

Chairman Slapikas called to order the Regular Meeting of the Prospect Town Council @ 6:30p.m. The meeting was held at the Prospect Town Hall, 36 Center Street and began with the Pledge of Allegiance. The meeting was taped.

**Members Present:** R. Blanc, P. Geary, T. Graveline, P. Murray, S. Pilat, L. Fitzgerald, M. Patchkofsky, J. Slapikas and S. Lusas Kolodziej

**Absent:** None

**Also, Present:** Mayor Robert J. Chatfield

**Mayor's Report:**

-Mayor Chatfield wished everyone a Happy New Year. The Mayor stated that he was happy to report that there were no tragedies this holiday season as other towns had.

-The Mayor advised there was a recent site walk at the Senior Center for the Senior Center kitchen. The Mayor stated that the governor had recently put 15 million dollars into the STEAP grant account but the Mayor Chatfield felt it would be best at this time to pull the Town's request as no decision as to granting the STEAP grant were made nor are reimbursements given to the Towns. The Mayor stated that he will be starting from scratch and reapplying for this Grant. Mayor Chatfield also commented that he will be adding more to this grant to the Senior Center as a new roof and repair/replacement of the deck on the right-hand side is needed. P. Geary questioned if there was a Grants director for the Town. The Mayor stated that Annette Lusas currently is the Grants facilitator and will be working with him on applying for this grant.

-Mayor Chatfield commented on an RFP for Reval. The Mayor also commented on the RFP for hardware and software for the map copying machine that the Town had purchased.

**Transfers:**

-The Mayor requested the following transfers: from within the Capitol Non-Recurring Accounts from (various accounts) to: Reval in Capitol Non-Recurring in the amount of \$1,356.34; Total in Account for Reval: \$93,885.87 - (Schedule A). **Motion** made by S. Lusas Kolodziej, seconded by L. Fitzgerald to approve the transfers from within the Capitol Non-Recurring Account (various accounts) to: Reval in Capitol Non-Recurring – Total \$1,356.34. Total in Account for Reval: \$93,885.87. **Disc.** P. Geary questioned the use of Voice Mail on the phone replacements. Both P. Geary and T. Graveline encouraged the departments to use the Voice Mail. **Unanimous.**

-The Mayor also requested a transfer from within the Capitol Non-Recurring Account:

From Generator from small Town Garage \$4,900.00      To: Cement Fuel Tank at Community Center  
Total: \$4,900.00      Total: \$4,900.00. (Schedule B).

**Motion** made by P. Geary, seconded by L. Fitzgerald to approve the transfer from: generator from small Town Garage \$4,900.00 to: Cement Fuel Tank at Community Center: \$4,900.00. **Disc. Unanimous.**

The Mayor commented on an inground fuel tank at the Community Center that is bordered by two septic tanks on either side. The Mayor does not know if he will be required to remove the inground fuel tank or abandoned, as he has not heard from the DEEP.

-The Mayor commented that this information was all he had for the evening. Chairman Slapikas asked for further comments.

-P. Geary questioned if a new custodian was hired for the Community Center to which Mayor Chatfield advised that one was. The female custodian will be working the same hours as the previous custodian: 10 to 11 hours a week at the same wage.

-P. Geary also commented that the Community Center was very warm. Mayor Chatfield advised that this concern was addressed and the temperature had been lowered to around 69 degrees from 72 degrees. The Mayor commented that he will check on this issue the next day.

**Public Participation:**

Chairman Slapikas asked the public if any one had anything for the Mayor under public participation.

-Jim Borbus, Jr, 29 Beach Dr. questioned the removal of the mailbox outside of Town Hall. Mayor Chatfield stated that some individuals had been ‘fishing’ through the mail and stealing checks; one Town business suffered much from this incident. The mailbox outside of the Post Office was also hit. S. Lusas Kolodziej commented that she was informed by the Post Office that both mailboxes will be retrofitted with a smaller design for mail deposits.

**Guests:** None

**Chair’s Report:**

Chairman Slapikas commented that the start to the new year went pretty well with getting information out to the Council in a timely fashion. Chairman Slapikas stated that if anyone would like to bring their tablet to the meeting, it would not be frowned upon. Chairman Slapikas advised that the Council received the Packet from the Mayor regarding the Town Council Budget for Fiscal Year 2020 – 2021 in the amount of \$15,999.00. Disc. **Motion** made by T. Graveline, seconded by S. Lusas Kolodziej to approve the Town Council Budget for Fiscal Year 2020-2021 in the amount of \$15,999.00. Disc. T. Graveline questioned if monies for conferences was used. Chairman Slapikas stated that he will look into this line item.

T. Graveline also stated that previously she had received information from CCM with reports and tidbits, but has not recently and would like to continue to receive this information. T. Graveline also stated that as a new member, P. Murray had not received this information. Chairman Slapikas commented that he would contact CCM. P. Geary also questioned if the packets that the departments received from the Mayor for the the Budget would be returned to the Council with new information. Chairman Slapikas stated that this information would be put into a booklet that the Council would receive. Chairman Slapikas asked for further comments. Hearing no further comments, Chairman Slapikas called for a vote. **Unanimous.**

-Chairman Slapikas commented that he is hopeful to get monthly reports from the other departments to the Council by the second meeting of the month. Chairman Slapikas stated that some of the information may be missed as this is a work in progress, but the reports should be received at the Council table during correspondence; if received earlier, they might go through email.

-Chairman Slapikas advised that there were no further comments from the Chair.

**Approval of Minutes:**

-**Motion** made by T. Graveline, seconded by L. Fitzgerald to approve the minutes of 12/17/19. Disc. **Unanimous.**

**New Business:**

**Refunds: Motion** made by T. Graveline, seconded by L. Fitzgerald to approve the Tax Refunds dated 1/7/2020 in the amount of \$7,744.63. Disc. Tax Collector, A. Burr commented that there was an error to line item Ploski, Linda Marie Trste Interest/Fees \$24.00 – Reason Vehicle Sold. A. Burr stated that it should read Overpayment of Lien Fee. Chairman Slapikas commented that he will sign the new document in the morning after it is corrected. **Unanimous.**

-A discussion was held on the Tax Refund document, questioning if the Council had previously required the signature of the Assessor; and the current necessity of the signature of the Assessor, prior to the Chairman of the Council’s signature. A. Burr stated that she had contacted other Towns to discuss what type of form they use and she will be implementing a new form for the Town of Prospect. **Disc.** Chairman Slapikas requested a review of the new form.

**Transfers:** Previously acted upon

**Resignations:** None

**Appointments:**

-Chairman Slapikas advised that the appointments to the various Boards and Commissions were approved at the 12/17/19 meeting of the Town Council for the PRTC; this information was not documented in their minutes of their meeting. Since the Town Council’s previous meeting, there was a special meeting of the PRTC and the information was documented. Chairman Slapikas asked the Council to reaffirm the appointments and to approve one new appointment, Edmund Malaspina, as a replacement for Richard S. Tucker to Inland Wetlands as an Alternate. **Motion** made by S. Lusas Kolodziej, seconded by P. Geary to

January 7, 2019

reaffirm the appointments from the PRTC. (Schedule C). **Unanimous.** **Motion** made by R. Blanc, seconded L. Fitzgerald to approve one new appointment, Edmund Malaspina, as a replacement for Richard S. Tucker to Inland Wetlands as an Alternate. **Disc. Unanimous.**

**Bids/Grants:** Previously discussed.

**Correspondence:**

Transfers dated 1-7-202: one for \$1,356.34 and the second for \$4,900.00.

Tax Refunds dated 1-7-2020 in the amount of \$7,744.63

Town Council Budget 2020-2021 dated 12/31/19

PRTC Town Council Appointments (new) dated 1-7-2020

**Motion** made by S. Lusas Kolodziej, seconded by P. Murray to place correspondence on file. **Unanimous.**

**Old Business:**

**Sub-Committees:**

Chairman Slapikas advised that the sub-committees were set this evening. Chairs and Vice Chairs were advised to get their email lists together and setup Agendas. If there is a problem getting out the emails to everyone, Chairman Slapikas will get this done for each sub-committee.

**Adjournment:**

**Motion** made by S. Lusas Kolodziej, seconded by S. Pilat to adjourn the meeting. **Unanimous.** The meeting adjourned @ 7:05 p.m.

*Jeff Slapikas*  
*Chairman*