

Prospect Town Council
Regular Meeting
Unapproved Minutes
December 15, 2020

*This meeting was held live at <https://global.gotomeeting.com/join/959067197>
Public comment was available virtually via <https://global.gotomeeting.com/join/959067197>
via email to towncouncil@townofprospect.org if submitted prior to 11 a.m. on December 15, 2020
or by voice during the meeting by calling in any of the following:*

*One-touch: tel: +1 877 568 4106
United States: +18775684106, 959067197#
- One-touch: tel: 15713173129, 959067197#
ACCESS CODE: 959-067-197*

To Unmute on a telephone call Press *6

Chairman Slapikas called to order the regular meeting of the Prospect Town Council @ 6:00 p.m. The meeting was a Virtual Meeting by videoconference via GoToMeeting as authorized by Executive Orders 7B and 7I. The meeting began with the Pledge of Allegiance.

Organizer of Virtual Meeting Present: J. Slapikas

A roll call for attendance was taken by Chairman Slapikas.

Via Online: J. Slapikas, P. Murray, R. Blanc, P. Geary, M. Patchkofsky, L. Fitzgerald @ 6:05 p.m., S. Pilat, S. Lusas Kolodziej, T. Graveline

Council Members Absent: None

Attending: Mayor Robert J. Chatfield

There were several callers on the line.

Mayor Report:

-Chairman Slapikas stated that he was glad to see the Mayor back. The Mayor stated that he was #192 of the COVID cases in Prospect; since November 9th, there were 204 more cases with the total for Prospect at 396 cases. The Mayor stressed to wash hands and wear masks. Questions were raised as to tracking; the Mayor advised that the tracking comes back to your home Health District. Prospect is under Chesprocott and Region 16 falls under the Naugatuck Valley Health District.

-Chairman Slapikas commented that he had received a call advising that Mrs. Jackie Carroll requested that residents be allowed to decorate street signs. Chairman Slapikas called the Mayor and asked what he thought and how he would proceed forward. The Mayor commented that he would call Mrs. Jackie Carroll after supper. The Mayor advised that he called and thanked Mrs. Carroll for her request and felt that it brought a nice spirit to the Town.

-Sidewalks – Not ready for bid. Mayor Chatfield advised that there were notifications sent to the Council advising that Milone and MacBroom were under a new name. The Mayor continued that Milone and MacBroom would still be working in the same manner and are waiting for the final report from the STofCT DOT to proceed forward with the sidewalks.

-The Mayor advised that the Budget letter to the Council would be going out next week.

-The Mayor also advised that the Town crew was prepared for the winter storm that would be approaching either tomorrow or Thursday. The predictions for the storm were an accumulation of 2” per hour. The Mayor had contacted Joe’s Refuse to see if they were preparing to put off their Thursday pick up until Friday.

- The Mayor commented on the light parade that was held on Sunday stating that it went very well showing much exuberance.

-The Mayor also commented that he received notice of the resignation of Ira Kamm from the Library Board and that he was a dedicated member for many years.

-Mayor Chatfield stated the offices of Town Hall are very busy, even though the offices are closed to outsiders due to COVID.

-The Mayor continued with advising of the STEAP grant received for moving the EMAC Center and Shelter from the Fire House to the Community Center. The space at the Community Center is much larger with 41,000 sq ft.

-The Mayor commented on contracting with ADP. The Mayor stated that the contract was to start July 1st, but began 3 months later. The Mayor advised that though he was forced into it, he thought this was a good idea. Chairman Slapikas commented "Welcome to the 21st Century, Bob".

-The Mayor continued that Re-val was completed. A notice will be going out in the mail and public hearings will be conducted by phone. Chairman Slapikas asked for comments. P. Geary questioned why the Letter of Engagement for the Bonadio group was dated as of September and not signed until 12/7/2020. Chairman Slapikas commented that there are discussions with the Bonadio group at least twice a week and they began their work prior to the signing of the engagement letter. P. Geary commented that at the bottom of the first page of the letter dated to the Town of Prospect on 10/20/2020 there is a statement "The results of our engagement and our report are intended for internal use only and should not be used for any other purpose without our express permission" and questioned what information was intended for the Council and the public. Mayor Chatfield advised that Chairman Slapikas would give an update. Chairman Slapikas asked for further comments. P. Geary questioned the amount of \$7,338.50 in the dog fund, shown on the September Treasurer's Report. The Mayor advised that Chairman Slapikas will give an update under his report. Chairman Slapikas asked for further comments.

-P. Murray commented on Pensions and monies moved from Ameriprise to Nationwide; investment choices; contact individual employees; and notifying M. Riley for discussion with the employees.

-L. Fitzgerald questioned if the shelter would be open at the Fire House during the next storm. Mayor Chatfield advised that he probably would not open if the Town did not lose power as it would be hard with the COVID-19 stipulations.

-T. Graveline stated that the Town was down 16 officers and questioned if the Mayor was planning on hiring back up to 19 officers. The Mayor stated that a new officer was hired, but that he would ask Officer Abarzua to put something in writing.

-T. Graveline questioned the November 2020 Treasurer's Report and if the \$36,000 Police expenditures was for salaries or purchases. T. Graveline continued that there was not a breakdown of payroll or purchases on the Treasurer's Report. The Mayor commented that he will get a breakdown for the Council that will show until the end of June 2020.

- Chairman Slapikas asked for further comments. T. Graveline commented that the light parade was fabulous noting that it showed much spirit of the Town.

-M. Patchkofsky questioned the missive from CC-M on paid leave, stating that the Mayor should let the employees know. T. Graveline commented that every employer would need to register with the State. There will be ½ percent taken from everyone's pay contributing to their paid leave. T. Graveline stated that this will begin as of January 1, 2021.

Chairman Slapikas asked for further comments. There were no further comments. Mayor Chatfield wished the Council a Merry Christmas and Happy New Year.

Public Participation: Chairman Slapikas made a request 3 times for callers to press *6 and state their name and number to speak with the Council. No callers made the request. Public Participation was closed.

Guests: None

Chair's Report:

Community Wellness: A very lengthy discussion was held on Community Wellness. Chairman Slapikas commented on passing along the idea to M. Patchkofsky to get the Council involved with suggestions. Chairman Slapikas made note to recognize Ms. Jackie Carroll's suggestion of decorating the street signs. Chairman Slapikas commented that he thought it would be a great idea and contacted the Mayor to see what he would do. Chairman Slapikas stated that he did not tell the Mayor to call Ms. Carroll, but questioned what the Mayor thought and would do. It was the Mayor that stated that he thought this would be a good idea for the Town and called Ms. Carroll that evening after supper. Chairman Slapikas commended the residents that participated in decorating the street signs as this was a small step of Community Wellness for the Town. Council members commented on the well-being of the community by bringing people together and helping the Town gain a Spirit to engage in activities, not just physical wellness, but a sense of comradery. Some of the Council members commented on the educational seminars from Chesprocott and events that are in the Town. Council members agreed to ask members of the community to get involved including small businesses, the Senior Center, Park & Rec, the Library, Police and Fire Departments. The Council also commented on promoting through social media sources such as Facebook or the Town's Website. Comments were made as to promoting a focus that residents could watch from their homes with social distancing. Council members suggested ways that the public could become aware of concerts, parades and live performances. Chairman Slapikas asked the Council to present their ideas at the January 5th meeting.

Bonadio Group Update: Chairman Slapikas spoke with Adam from the Bonadio Group. The Conversations were held with the Mayor, Anne Fortier and other Town Hall employees. The Chairman continued that the Mayor is considering hiring an IT person for Town Hall. All parties contacted had been well receptive and advised that Mike Battista had been contacted and had not missed any phone calls. The Chairman was also advised that the preliminary fact-finding phase should be completed by the end of the year. Chairman Slapikas commented that the information received from T. Galvin and C. Perugini Erickson was given to the Bonadio Group. Chairman Slapikas asked for further comments. P. Geary questioned a portion of the agreement stating “The results of our engagement and our report are intended for internal use only and should not be used for any other purpose without our express permission” and questioned what information was intended for the Council and the public. Chairman Slapikas commented that the results are internally for the Council and the Town’s people and cannot be used for another internal audit. T. Graveline questioned why the Audit could not be used for another Auditor. Chairman Slapikas advised that it would be as if taking someone’s blueprint, using it to build a home, without paying for the blueprint. The Bonadio Group’s investigation is for the Town Council and the Town’s residents, not for another Auditor.

Approval of Minutes:

Motion made by R. Blanc, seconded by P. Geary to approve the minutes of 12/1/2020. Disc. A roll call vote was taken. **9 Approved/J.** Slapikas, P. Murray, R. Blanc, P. Geary, M. Patchkofsky, L. Fitzgerald, S. Pilat, S. Lusas Kolodziej T. Graveline **Opposed/ None Motion carries.** Disc.

New Business:

Transfers – None

Refunds – Motion made by P. Geary, seconded by P. Murray to approve the Tax Refunds dated 12/15/2020 in the amount of \$333.99. A roll call vote was taken. **9 Approved/J.** Slapikas, P. Murray, R. Blanc, P. Geary, M. Patchkofsky, L. Fitzgerald, S. Pilat, S. Lusas Kolodziej T. Graveline **Opposed/ None Motion carries.**

Resignations – Ira Kamm, Library Board.

Bids/Grants – None. Disc. T. Graveline questioned if the Mayor’s office had been actively pursuing grants. M. Patchkofsky advised that there is a subscription on the Federal Level that the Town had applied for and the Mayor’s Office staff would use. Comments were made as to OPM sending information out regarding grants at a local level.

Correspondence:

-Agenda

-Minutes of 12/1/2020

-Email received 12/4/2020 New FOI Request – from Louis DiMuzio (Louis Nichole) to J. Slapikas

-Letter of Engagement Bonadio Group: Re: RFP for the Audit of Internal Controls and Financial Policies for the Town of Prospect Signed by Mayor Chatfield 12/7/2020

-Correspondence Packet #1

-PVFD dated 10/31/2020 – 1 page

-Prospect Police Patrol Report dated November 2020- 2 pages

-Message from Milone & MacBroom Name Change dated 12/1/2020 – 1 page

-Message Re: Contract Assignment – Milone & MacBroom, Inc to SLR International Corp. dated 12/2/2020-1page

-PVFD dated 11/30/2020 – 1 page

-Prospect Library – dated November & December 2020 -2 pages

-Land Use Inspector’s Report dated October 2020 – 1 page

-Correspondence Packet #2

-Tax Refunds dated 12/15/2020 – 1 page

-Treasurer’s Report November 2020 – 1 page

-Resignation Letter (Ira Kamm) dated 12/12/2020 – 1 page

-Park & Rec Reports November & December 2020 – 4 pages

-Town Clerk November 2020 – 1 page

-Tax Collector’s Report dated November 2020 – 1 page

-Correspondence Packet #3

-Building Dept. Reports:

Building Permits; Electrical Permits; Gas Permits; Mechanical Permits; Plumbing Permits; Grant Total; Payment Reports – 9 pages

-Correspondence Packet #4

-General Fund expenditures Compared with Budget dated September 2020 – 8 pages

Also:

-Prospect Senior Center Financial Report 12-14-2020

-Zoning Inspector's Report November 2020

Motion made by seconded by to place correspondence on file. **Unanimous.**

Note: Some categories may be out of sequence.

Council Food Drive Jan 16th 8am – 3 pm.

Chairman Slapikas commented that he wrote a letter and included the 9 checks from the Council for the Fuel Fund. Chairman Slapikas also commented that the date of January 16, 2021 is set for the Food Drive at LaBonnes Market. The Chairman would like to see each of the 9 members of the Council give 1.5 hours of their time, between 8:00 a.m. to 3:00 p.m, for collection of food stuffs on this date.

Old Business:

P. Geary again questioned the Dog Fund and the amount of \$7,338.50 that was noted on the September Treasurer's Report. Chairman Slapikas commented that there was an extension due to COVID for licensing; a percentage of 60% of all licenses goes back to the STofCT. M. Patchkofsky suggested to take this line item from the Treasurer's report and place on the Town Clerk's report. Chairman Slapikas commented that he would look into it. P. Geary commented that the monies should be shown on both reports.

S. Pilat suggested recognizing the Registrars for their outstanding work during Elections. P. Geary commented that the Registrars were previously recognized and mentioned their outstanding work during the Election.

Sub-Committee Reports:

Land Use & Acquisition: None

Ordinance: None

Public Works Maintenance: None

Salary Review: No new meetings. M. Patchkofsky commented that the Salary Review sub-committee should meet at least once in mid-January, prior to Budget Season, to review any new hire salaries. A date will be discussed on 1/5/2021.

Sidewalk Task Force: At this time, the bid package is at the State level, possibly waiting on review of 'pedestrian signal lights/crossings. T. Graveline continued that the STofCTDOT oversees this type of request.

Town Buildings: None; Will resume after the holidays

Pension: Previously discussed.

The Chairman asked for everyone to check on their neighbors as the harsh weather was approaching.

Chairman Slapikas wished the Council a very Merry Christmas and a Happy New Year.

Adjournment:

Motion made by R. Blanc, seconded by S. Lusas Kolodziej to adjourn the meeting @ 7:31 pm. **Unanimous.**

Jeff Slapikas
Town Council Chairman