

**Prospect Town Council
Budget Workshop
Unapproved Minutes
March 27, 2021 Virtual Meeting**

Chairman Slapikas called to order the Special Budget Workshop of the Prospect Town Council @ 9:00 a.m. The meeting was a Virtual Meeting by video conference 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.

Moment of silence for tragedy in Colorado.

Council Members Present via online: J. Slapikas, R. Blanc, P. Geary, S. Pilat, T. Graveline L. Fitzgerald, K. O'Leary & M. Patchkofsky, S. Lusas Kolodziej

Council Members Absent:none

Guests: Mayor Chatfield, Mary Barton-Land Use Inspector, Betsy Quist-Assessor, Anne Marie Burr-Tax Collector

Budget Discussion:

- Mary Barton, Land Use Inspector stated they purchased a new map scanner and copier. There is also new software for mapping. She has IEP college students from Quinnipiac coming in to help scan as-builts, maps, building plans etc. Things are moving along. The students will get more scanning done in the fall. The goal is to have all maps and plans scanned to alleviate storage issues. They will then scan all the maps in the Town Clerks Office. These maps will be accessed online, and they can be printed on the map copier. The Fire Dept and Public Works will be able to access these files as well because it's all saved in the cloud. For ex: if we want to know if there is a drainage easement or if there are wetlands etc. it will be much easier to look up. This is a multi-year project. The Mayor stated they had a Committee that met for 2 years discussing this process. They are hoping to get rid of filing cabinets and make room down in the vault. Betsy Quist, the Town Assessor has been working with Land Use on this project.
- **Assessor-Line Item#5250**
Motion made by L. Fitzgerald, seconded by R. Blanc to discuss and possible action on line item #5250 in the amount of \$112,530. Betsy Quist, the Town Assessor explained the budget is rudimentary. It consists of salaries, small amount for supplies, car expense for site visits and field inspections and dues for the assessor to keep up with all certifications. They just completed the 2020 re-evaluation. There were 17 appeals to the Board of Assessment Appeals. Two changes were made for around \$7000 total. There was not a lot of change to the Grand List presented to the Council after it was signed in January; therefore the 2% increase will remain. She doesn't foresee having any issues from re-evaluation in terms of any lawsuits. It is a 60-day process from the day the letters were sent in March. She will report back in early June meeting to follow-up. Betsy stated she is working well with the 2 clerks in her office. She is there Tuesdays and as needed on Thursdays. She is available to all staff via text or phone call. In office on Tues. and as needed on Thurs. Available to all staff. Can call or text. T. Graveline asked if she will be giving the Council a longer report. L. Fitzgerald thinks they are doing great job of scanning documents and maps. It will really help the Town be more efficient and be able to serve the taxpayers and people looking for information a lot better. He also really likes their plan of using college students to help. Betsy stated that from the towns she has worked in, especially during the pandemic state it is so essential we have everything electronic. She is working very closely with Mary. She is helping update maps with the assessor's files and vice versa. This project will ensure equalization for everyone. It is so important for this information to be available to the public. P. Geary asked what she meant when she said she is "Acting Assessor". She asked if she intends to stay. Betsy explained she is the "Acting Assessor" until she is officially hired as the Assessor. Her intent is to be with the Town of Prospect for as long as she can. The Mayor stated she is the Assessor. P. Geary welcomed her. P. Geary also referred to a packet called "Other Information". There is a tremendous amount of information about our town submitted by the Assessor. Usually there is an in-person presentation of these facts including the Grand List etc. There is a lot of valuable information. M. Patchkofsky welcomed Betsy as the Assessor. She asked the Mayor if we can get her a letter or something in writing to make everything official and she knows exactly what we are offering her. Betsy explained the only increase in the Assessor's budget is the salaries which is the 2.75% according to the Union Contract. Betsy explained that all the information about the Grand List is provided in the packet that is submitted yearly. T. Graveline asked via message when the Council will receive a more extensive Assessor's report and breakdown re: auto. etc. Betsy stated the Grand List is filed in the Town Clerks office. T. Graveline can contact Betsy and she can put together something more specific. J. Slapikas stated all that information is

in the booklet. P. Geary referred to the booklet where it has comparative breakdowns, changes, top 10 tax payers etc. Betsy explained there is also a notarized sheet. The booklet has breakdown of exemptions and different totals for types of properties: cars, personal property etc. K. O'Leary asked if the Grand List and the booklet is available to the public. Betsy stated yes it is filed in the Town Clerks office. They often get requests from random companies etc. It is also available electronically. The entire book is on the website per the Mayor.

Motion to approve Assessor's Line Item#5250 in the amount of \$112,530. **Unanimous.** Chairman Slapikas thanked Betsy for her time and all the work she put into everything.

- **Land Use-Line item #6450-Page 6**

Mary Barton, Land Use Inspector explained that her budget is straight forward except salaries, car expense, and professional conferences. The big jump is line item#6450-04 GIS: from \$7000 to \$22,040-\$22,000. This amount is for all the new mapping online they are doing. There are errors on the GES website. It will note "parcel under review". This new mapping will make them as close to 100% accurate as they can. For ex.: She found 1 property that was never picked up when they combined the parcels. She is trying to be more transparent and offer more information to people. \$120,111.

Motion made by R. Blanc, seconded by P. Geary to discuss, and possibly take action on the Land Use budget line item#6450 in the amount of \$120,111. P. Geary asked if it is necessary that we do all the mapping this year. Mary stated that it can be phased and do half one year and half the next year. She has discussed this with the consultant. The goal is to have everything linked from the Assessor's card. The Mayor stated that when they first started this, they phased it in over several years. He also mentioned a yearly fee. He feels this will be very helpful to everyone. P. Geary asked the Mayor about the discrepancy in proposed salary of \$60,713 (2.75%) vs. the Mayor's recommendation of \$60,213. The Mayor stated this must be a typo. K. O'Leary commented on the GIS mapping. When he served on the Inland Wetlands Commission, he saw how the residents got confused on the outdated system. They had a ton of issues with people interpreting what their lots were and what was on their lots. It is important to allocate money to update this. K. O'Leary asked what issues we could have by phasing this project. Mary stated that if you phase it in it isn't 100% accurate; Just partial. Then next year it would be current. As long as we are moving forward, she thinks people would understand. The one thing is equity. She prefers to do the whole thing, but she understands phasing in. K. O'Leary stated from his perspective it is a lot of money, but individual residents are complaining about issues pertaining to the administration of the Town. This affects residents personally. If the Town fronts the money now it mitigates issues in the future. M. Patchkofsky mentioned purchasing this now, then decreasing the budget for next year. Mary stated she doesn't have money currently in her budget. M. Patchkofsky asked the Mayor if there is extra money somewhere else that we can make a transfer. The Mayor stated that it is early to be transferring out of budget line items. If we wait a little farther along in the fiscal year he will have a better idea and more accurate numbers. Residents are very happy when the Town can offer emailing their property surveys etc. Mary stated she isn't sure how the Town can just do half. Betsy stated that she understands the budget process and obviously this is a big chunk of money, however, phasing in will create a lot of inequity at that point. You will correct some things and leave others uncorrected. Where do you start? Phasing is a very difficult thing when you are talking about a mapping project. Someone will question why something was corrected this year, but the neighbors weren't. If the project is all done at once it all becomes official at the same time. L. Fitzgerald agrees and he would favor doing it all at one time. Everything would be up to date. T. Graveline agrees to move forward with full implementation for all reasons that have been stated. She also likes M. Patchkofsky idea to use any surplus this year and in the budget as best we can. She wants to do things right and well the first time and fully. The Mayor reminded the Council there will still be this line item in the amount of \$7000 for yearly maintenance cost of GIS. J. Slapikas agrees doing everything at once is best. Once we get to the end of this, before we send the budget to the Town, we will have a better update on expenditures for the year and look to see where we have extra money to put towards this budget. This will alleviate some of the burden in line items like GIS. Kristen LaBrie project manager for New England GEO Systems stated that she can provide steps for the mapping. R. Blanc and P. Geary amended their motion to approve line item#6450 in the amount \$120,610.65. The corrects the type for line item 6450-00 (\$60,713). **Motion unanimous.**

- **Tax Collector-Page 2, line item #5350**

The Council is revisiting this. The Mayor spoke to Vin Farisello at Carmody & Torrance as far as the increase for the Asst. Tax Collector more than 2.75%. The Mayor stated Vin went to the Union Negotiator and they do have a signed agreement. This is a one-time thing; then the Asst. Tax Collector will get the percentage increase every year after that based on union contract. The Mayor stated the new contract starts over in January.

Motion made by S. Lusas Kolodziej, seconded by P. Geary to \$111,531 to discuss and possibly take action on the Tax Collector's line item#5350 in the amount of \$111,531. S. Lusas Kolodziej. P. Geary stated she doesn't believe this is the same situation as the Asst. Librarian. The Council had come to an agreement and decided that the salary amount for the position for Asst. Librarian was way too low for that position. That is what prompted them to raise the salary in that line item. In this case, it is recommended we raise the salary because this person is doing a wonderful job and is very good at what she does in the office. Are we raising this salary of Asst. Tax Collector? And will this be the base salary from here on forward? The Mayor referred to the salary for this line item in 2018-2019; it was in this general range. Anne Marie Burr stated she was out of the office and she will be out of the office for the next two weeks; her husband tested positive for Covid. An email came to her with a signed memorandum of agreement signed by Corey and by the President of the Union stating that the increase was due not to merit but due to increased duties and responsibilities. Therefore, raising this position from a level 2 according to the Salary Review

Subcommittee layout to a level 3. The Mayor also has to sign the memo and then we send it back to Vincent (Atty), so the union has a copy signed with all 4 signatures. It is not a merit increase it is a level up. P. Geary stated this makes sense to her now. They are changing the position; they aren't giving this to the particular person because they are doing a good job. P. Geary stated it appears this process was done correctly, and the proper steps were taken. M. Patchkofsky stated when Anne Marie started to hire people, there wasn't a formal job description. Since then, she has really laid out the responsibilities. There is a much higher standard now and level of duties. She is in support of this. L. Fitzgerald reiterated that the salary goes to the position not the individual in the position. He is fine with this. M. Patchkofsky stated that the increase does fall within the salary range that was presented last year from Salary Review. Anne Marie was asked to email a copy of memorandum to the Council members. P. Geary stated she received the form for a salary adjustment request. This should be completed as well. This does fit in one of the categories on this form "due to additional duties". She is fine with that amount for the Asst. R. Blanc asked about the supplies line item. They budgeted \$960 last year and to date it shows only \$37 expended; however, they are looking for a \$310 increase. Anne Marie stated the figures they have in front of them are from Dec. as to expended. Her budget for supplies is going to be short about \$300 at the end of fiscal year. She had to order almost double the amount of letterhead and envelopes she typically needs. She also just received the bill in for the reminder post cards. She keeps a spreadsheet for all her budget amounts and as she spends money, she subtracts it so she knows where she is at. She will be requesting a transfer before the end of the fiscal year. R. Blanc also question "conferences and dues". Anne Marie stated the current balance is about \$500 at this point and she also has a few things coming up before the end of the year. T. Graveline asked Anne Marie about the \$3000 surplus in "part time clerk" line item. Anne Marie stated she does believe she will have a surplus. T. Graveline complimented her on the manner on which she is following her budget line items. She feels each dept. should be functioning like this. P. Geary agrees with T. Graveline. T. Graveline asked if the Asst. Tax Collector is full time salary position, why is that position getting overtime. Anne Marie stated this position is hourly not salary. She puts in a timecard for each week, Anne Marie signs off on it and then it goes to payroll. The Mayor mentioned that the line item should be \$114,705; the \$111,531 was the Mayor's Recommended which didn't include the Asst. Tax Collector increase.

Motion made by S. Lusas Kolodziej, seconded by L. Fitzgerald to approve line item # 5350 in the amount of \$114,705.

Unanimous.

- **Solid Waste line item #6950**

The Town pays approximately \$68.5 a ton. They will be receiving the packet to approve the recycling agreement for Murphy Road soon. The Mayor stated there are 2 custodians at the recycling center; one at the gate and one at the top. There is also a union person running the backhoe. They have a big problem with people coming in with false information. The recycling center is for Prospect residential recycling only. They also have a big problem with contractors trying to go in there when they should be getting a dumpster. The Mayor is just trying to save the residents tax dollars. There are rules and regulations that need to be followed. They have done some upgrades to the fences that are around the dump area. They take tires, all electronics, etc. The washers and fridges go to a special spot where they harvest the freon and then they scrap. The Mayor mentioned that the Hartford plant is closing in 2 years; this has nothing to do with the towns that go to Bristol Resource Recovery. We have a 15-20-year contract with them. The Mayor also mentioned the residents need to put their recycling out at night. They start picking up at 5:15 a.m. There is also only 1 person in the office at the recycling center; it is open Wed. & Sat. Other than the 2.75% salary increase due to the union; the total amount is the same as last year.

Motion made by R. Blanc, seconded by L. Fitzgerald to discuss and possibly take action on line item #6950 Solid Waste. \$532,804.

T. Graveline referred to page 67 of the booklet. She asked what the description of Verdeen is for. The Mayor stated that belongs to Public Works for the streetlights. This must have been an error. M. Patchkofsky mentioned trying to alter the system and find a different way of tracking. Maybe check licenses at the gate. The Mayor stated they show licenses at the Town Hall when they get their sticker. He is not sure if the dump employees have the right to ask for licenses; He will ask the Police Dept. R. Blanc stated he is asked for his license every time he goes and he knows the guy. He feels they are doing a great job. T. Graveline asked for clarification on the process of obtaining stickers. The Mayor stated this still goes through his office. They give out 1 per family. If you are borrowing someone else's vehicle you get a one-day pass. The Id and marker # are on the one-day pass. No vehicles with lettering are allowed. T. Graveline asked if there is way something get be put online to fill out the permit and pay for ex: a \$5 fee so we can have an easier process for people to obtain these. Other towns supply them in tax bills if you are a property owner. You get application every time you get tax bill. She feels it is a cumbersome process for the people in the Mayor's office. She is looking at an opportunity to streamline the process. T. Graveline asked if the union employee working there is the same person. The Mayor stated it rotates. She asked if this is an extra day of pay or is this considered overtime. The Mayor stated this is overtime at time and a half; it has been that way for years. T. Graveline asked if this could be a union discussion on getting a day off during the week if they are working at the recycling center to avoid overtime pay. The Mayor stated he would then be short one person the day they have off. This is the busy season right now as well. The Council asked if there has been any discussion on hiring additional staff at the Public Works Dept. The Mayor stated he has not looked into this. T. Graveline asked if there is a need for another person. The Mayor stated he would rather answer this question in the salary's discussion. S. Lusas Kolodziej- stated that when she worked in the Mayor's office, this is one of the projects she tried working on. She tried organizing the recycling center mayhem. Her dad has a dump pass on his truck. She uses his truck when she needs to go. He was given that pass over 15 years ago. Maybe we can consider the passes expiring. Maybe find a way to send the

passes out in the tax bills. There is a better opportunity to be more organized. Motion to approve line item# 6950 Solid Waste in the amount of \$523,804 **unanimous.**

- **Town Roads-Item#7000**

Motion made by S. Lusas Kolodziej, seconded by R. Blanc to discuss line item #7000 Town Roads and possibly take action. The Mayor stated that some areas he did not recommend an increase hoping vendors pricing does not increase. He mentioned under signs they are redoing the arrows on various streets. (Summit Road, Straitsville Rd. & Salem Rd.) The yellowish orange signs will be made high visibility; federally mandated. Also, at some of the problem areas they have put reflective strips under stop signs and slow signs. The Mayor mentioned the Town will be receiving some money from FEMA for tree trimming. We have solved the problem on right of ways and parks regarding the Ash beetles. The Mayor also mentioned there are 200 catch basins in town. A contractor is hired to clean them out. T. Graveline asked about the Asst. Director line item; there is no 2.75% increase, is this an error? The Mayor stated this is an error. L. Fitzgerald mentioned tree trimming. As of Dec., the Town has spent the budget for the year. Why isn't the Mayor recommending more if we continue to go over? We had to transfer \$13,000 into that line item already. The Mayor stated that due to the reimbursement the Town will be receiving from FEMA for the August 4th storm he will be okay with the recommended amount. M. Patchkofsky mentioned that the Asst. Public Works Director amount after 2.75% increase should be \$96,471. J. Slapikas came up with the same number. The Mayor will adjust this Monday morning. M. Patchkofsky mentioned some type of road work to help with speeding; ex. rumble strips. She feels the Council and the Mayor should discuss in the near future to have some kind of plan to help with speeding. L. Fitzgerald asked if painting the grids is still being done this year; "Don't block the box". There was an ordinance put in place a few years ago. The Mayor stated that the firehouse and CVS have not been done yet. The needs to get a permit. He also mentioned waiting until the construction and repaving of Rt. 69 is done.

S. Lusas Kolodziej & R. Blanc amended their motion to approve line item #7000 Town Roads in the amount of \$190,264. This takes into account the Asst. Director's 2.75% salary increase that was not included (in error). **Unanimous.**

- **Ice & Snow Line item #7050**

The Mayor explained they are continuing to use sand because we have too many hills; there is no grit in salt. The Town has the same trucks for years, which are clearly getting older. Parts and supplies stayed the same. They bid out the sand every July. It is delivered no later than Oct. 15th to the Town Garage. He will need a transfer into the Contractors line item because they had more snow this year. He mentioned eventually needing some type of vehicle to plow the sidewalks. It was not a bad year for curbing.

Motion made by R. Blanc, seconded by L. Fitzgerald to discuss and possibly take action on line item #7050 Ice & Snow in the amount of \$270,000.

J. Slapikas asked if we are going to look into the spray that they put on the roads. The Mayor stated that this is part of the reason people are having so many problems with brake lines. The Mayor will discuss with Cheshire. At the lower end of Tress Road, they put salt and sometimes Naugatuck puts salt at the lower end of Straitsville Road. He doesn't want us to be blamed for rotting of cars. J. Slapikas stated it's the way the highways do it. It helps a lot at the beginning of storms; we just need to look into it. L. Fitzgerald mentioned only spending \$500 as of December; we have never spent the entire budget for Ice and Snow and have always had a surplus in this line item. He would like to look into this more. The Mayor stated he has two bills for \$8000 that have not been paid yet. T. Graveline asked if we have anything in house that could serve the purpose of cleaning sidewalks. The Mayor stated we do not; he was going to ask for a transfer so we can bid and buy it for next year. The plan would be to store it at the garage at the Community Center. Then they can just run it from there down the sidewalks. He can also keep the walking track clear with it if we have a reasonable winter. T. Graveline stated there would be more uses for that piece of equipment, not just sidewalks. M. Patchkofsky asked if this an area where we can talk about committing some funds towards next year's budget. The Mayor asked if J. Slapikas talked to the Auditor on how we are going to work putting aside surplus. J. Slapikas stated that the Town can keep it there and make a note or put it into a separate account like capital non-reoccurring. As far as the funds we have, say we wanted to take \$20,000 out of salt. We can put it in a separate line item called "committed funds". We just need to keep track of how much is committed for each line item. It would help if we had the expenditures up to closer to Feb. or March. J. Slapikas asked if there is anything he can commit out of any of these line items; If not then we move on. The Mayor stated he can't answer this question right now. P. Geary mentioned passing on this for today and going back to this item after he figures the numbers. J. Slapikas stated it can always be revisited. He is okay voting on it today. It will then be easier to revisit one line item in the future, instead of reviewing the entire line item. He thinks we should leave this line item the way it is because we can't predict the future. **Motion carries** to approve line item #7050 Ice & Snow in the amount of \$270,000. **8 in favor 1 opposed.**

- **Town Trucks #7150-Page 9**

The Mayor reviewed the line item. The budget is the same as last year. They go through 2000 gallons of diesel every other week. They have a 4000-gallon tank at the garage. They now have people on the Town Crew that can help with fleet maintenance.

Motion made by R. Blanc, seconded by L. Fitzgerald to discuss line item #7150 Town Trucks and possibly take action. P. Geary stated she is happy that people on the crew can help. She asked if an inventory is being taken for all supplies. The Mayor stated that yes, there is a pad on each shelf, and it lists what is on each shelf. He stated all the employees are honest. The biggest thing is in the winter and the middle of the night we wanted to make sure we have parts to get the vehicle back on the

road. P. Geary stated it doesn't have to do with honesty of the people; Just the ability to know what supplies they have in case of an emergency at midnight or planning ahead what you have and what you need to buy. Helpful in financing and keeping to the budget. L. Fitzgerald figures doesn't come to close to what was adopted. She is not sure this is budgeted correctly. The Mayor stated we spent a considerable amount in Jan and Feb. R. Blanc mentioned line item #71150-04 diesel fuel. Are we locked in with price? The Mayor stated we are locked in for the next year at \$1.87. L. Fitzgerald thinks we are going over budget for diesel fuel. The Mayor stated we pay ahead. He is confident we will be okay. T. Graveline asked if we have a cap on the number of gallons of diesel fuel we can purchase at that price. The Mayor stated he only buys what he needs. The Mayor clarified if we run over, we will have to pay a different price. He stated he is pretty good and not going over the number. T. Graveline asked how many gallons we are contracted for. The Mayor responded 19,990 gallons. We did use more diesel fuel at the Town Garage because of the winter we had this year. The Fire Dept. is in on the same locked in price and delivery, but they pay for their fuel out of their own budget. T. Graveline asked if we are always concerned about running out or achieving our cap purchase ability should we contract for a higher amount. The Mayor stated we don't have to pay a federal or state tax. He has to use it all because he pays ahead. T. Graveline mentioned the \$105,000 for fleet maintenance. She asked if that include just what's paid to Mr. Delahunt or employees completing maintenance also. The Mayor stated employees are paid out of the employee's line item; they are not paid separately for these duties. Warranty work is always performed by where the Town bought the truck; Older trucks don't have warranties. Motion the approve line item #7150 in the amount of \$243,500 **unanimous**.

The Mayor mentioned the State law that the Town has to pay medical insurance to employees on workmans comp. That employee is also fighting with MERS. That is why the Mayor doesn't have it in the budget to hire another public works employee; he doesn't have funds to pay health insurance.

- **Public Works #7200**

Motion made by L. Fitzgerald, seconded by M. Patchkofsky to discuss and possibly take action on line item #7200.

The Mayor mentioned that Labor increased by 2.75%. L. Fitzgerald mentioning increasing this budget to include hiring another person. They have needed another employee for the past few years now at the Public Works Dept. He asked if this would also cut down on other people's overtime by getting another employee. The Mayor stated he would rather talk to Mark, the Asst. Director about this. He has two part time non-union employees that he uses to pick up some of the slack. T. Graveline is thinking along the same lines with L. Fitzgerald. If we had more people on Town Crew, the Public Works Dept. would be able to do some of the work that we are going to hire out and we would have significant savings. She would be in favor of increasing the Public Works staffing. She asked what number the Mayor would be looking for to add one additional Public Works employee full time. The Mayor stated he would have to increase the Public Works line item as well as the benefits line item. He is trying to save money. He can bring the amount to the next budget meeting. T. Graveline would like to give this some thought. T. Graveline reiterated to the Mayor that at the next meeting, Monday 3/29 at 6 p.m. she would like to see quantification in what a single full time Public Works employee costs total. Motion to approve line item #7200 Public Works **unanimous**.

Motion made by T. Graveline, seconded by S. Lusas Kolodziej to recess the meeting for 5 minutes at 11:12 a.m.; Unanimous.

Motion made by T. Graveline, seconded by R. Blanc to restart the meeting at 11:17 a.m. 8 of 9. In favor. L. Fitzgerald still not back yet. Motion carries. L. Fitzgerald back at 11:19 a.m.

- **Road Reconstruction #7250**

Motion made by M. Patchkofsky, seconded by to discuss and possibly take action on line item #7250 Road Reconstruction in the amount of \$230,399. P. Geary asked where the Capital Plan is. The Mayor referred her to page 89-92 of booklet. Motion to approve line item #7250 Road Reconstruction in the amount of \$230,899 **unanimous**.

- **Town Parks #7300**

Motion made by R. Blanc, seconded by L. Fitzgerald to discuss and possibly take action on line item #7300 Town Parks with no increase. T. Graveline asked who we contract for the mowing. The Mayor stated Chris's Landscaping has had the contract for the past 3 years. The contract expires in 2022; then it goes out to rebid. The Mayor is very proud of their parks and gets complimented from people from other towns. The field paint is a big thing. The Town has very active sports organizations although some numbers are dropping. They redo the lines at least every other day; softball fields every day. Softball with lime, the rest with paint. He thanked the Council for giving/allotting the monies to maintain the Town Parks the way they do. Motion to approve line item #7250 Town Parks in the amount of \$70,100 **unanimous**. T. Graveline asked the Mayor if he hires additional summer support. The Mayor stated we took that line item out last year; he is unsure of the reason. He used to hire summer help; He would hire college students for part time during the week.

- **Contingency-page 12 Line item #7750**

J. Slapikas explained that in order to use this line item the monies have to be transferred by the Town Council. The Town has had no evictions this year. They did change the process, so the property owner has to pay for some of the responsibility. They used to put stuff on the road and the Town would have to pick it up and store it. Now, whoever the Marshal is must hire a moving company to move stuff out to edge of road. Then that person puts it in a moving van to a storage facility and then there is an auction. Right now, there is a hold on some evictions due to Covid. Most is for rental or bank property.

Motion made by T. Graveline, seconded by R. Blanc to discuss and possibly take action on line item #7750 Contingency in the amount of \$35,000. J. Slapikas stated that nothing was spent for the Council yet; all that money will be going to Bonadio Group.

T. Graveline explained the difference of the 2-line items Contingency vs. Transfer by Council to K. O'Leary. Contingency is for the Mayor's line item. The Council comes up with what the money can be spend on. Since the Council decided to have the risk assessment done; the monies will go to Bonadio Group.

Motion to approve line item #7750 Contingency in the amount of \$35,000 **unanimous**.

• **Economic Development: Line item #7750**

Motion made by L. Fitzgerald, seconded by R. Blanc to discuss and possibly take action on line item #7750 Economic Development in the amount \$150.

P. Geary has no objection to leave money there. She is very disappointed that the Economic Development Commission is inactive. They haven't meant in a few years. She feels this should be an important Commission. T. Graveline stated she agrees with P. Geary. To her knowledge they haven't met for at least 3 years. They do have a purpose and duties in the Charter. It is a disservice to the Town to not even have them come to exist/active. The Mayor agrees. He got a call from Peter Hughes who is on that board. He may look into getting some other members to join from the Business Association. There is economic development going on in town. M. Patchkofsky if a board or commission doesn't meet or convene; do we reach out to our town committees to see if there is interest to be on it? T. Graveline stated other towns are doing tremendous things. This town could significantly benefit in encouraging clean businesses and other industries. We do have some lots available in town. The Town isn't actively promoting that at all. P. Geary asked if there is a term associated with the board and when does that term expire. The Mayor stated the term is up in January/February when the Council and the Mayor makes their appointments. We should appoint different people to those boards. K. O'Leary asked about the money that isn't being used. J. Slapikas stated that it gets transferred at the end of the year into the general fund. **Motion** to approve line item #7750 Economic Development in the amount of \$150 **unanimous**.

• **Water Pollution Control Authority-page 4. Line item#5900**

Motion made by R. Blanc, seconded by T. Graveline to discuss and possibly take action on line item #5900 Water Pollution Control Authority in the amount of \$7650.

The Mayor mentioned an increase of \$250 in conferences. There was a lot of involvement with this and Toll Brothers, Aria and Pond Place. They all go to Waterbury's sewage facility. All of it has to be tested to make sure there are no unacceptable medical waste going out. Toll Brothers is billed based on usage. The Tax Collector collects the sewage bills. Boulder Brook has a private sewer main that goes into Naugatuck. Senor Panchos tied into the Cheshire sewage system; they deal wit Cheshire directly.

There is a meeting once per year where they set the rates. The water line agreement is with CT Water Company; Waterbury can't sell any more water per a lawsuit settled years ago. Now the water has to go through the Water Company. \$6000 to administrator? Who is this person? They are an employee of Waterbury Pollution Control Authority. They then reimburse the town for salaries out of the fees collected. P. Geary asked who the administrator is. The Mayor stated Michelle Marquis. P. Geary asked if she lives in Prospect; The Mayor stated she used to live here, now she lives in Southington. **Motion** to approve line item #5900 in the amount of \$7650 **unanimous**.

T. Graveline revisited Water Pollution Control. Do we have intermunicipal agreements with Senor Panchos. And Waterbury for Toll Brothers? The Mayor stated we don't get involved with the Water Company because it is a private entity. There is one with Waterbury for Pond Place. Then Aria connected to it and then Toll Brothers. T. Graveline asked about a municipal agreement with Cheshire for Senor Panchos. P. Geary thinks that was gas hookup. The Mayor stated no, that is with Eversource. T. Graveline asked we had an agreement with Naugatuck for Boulder Brook. She stated we must've had to do something as a Town to allow it. The Mayor stated he would have to go back and check. T. Graveline asked if there are any agreements online to take a look at. J. Slapikas responded he doesn't think they are online. The Mayor also mentioned that utilities don't need permits unless they dig up the road. T. Graveline asked for clarification for the permit process to hook up a water main.

• **Animal Control page 11. Line item #7700.**

Total amount is \$17,882. The only increase is 2.75% for salary. M. Patchkofsky wants to make sure its ok to discuss this line item if it is scheduled for another night. J. Slapikas stated we will discuss at the night it's on the budget schedule.

Public Participation-none

Chairman Slapikas welcomed Heather as the new Clerk for the Town Council. She does a lot of work to make sure the agenda is perfect and makes sure the minutes are perfect. She stepped in really well and she gets everything done that needs to be.

J. Slapikas read a thank you letter from Rosalyn Moffo.

Motion made by R. Blanc, seconded by T. Graveline to adjourn the meeting at 11:58 a.m. **Unanimous**.

Jeff Slapikas
Chairman

PROSPECT, CONN.
TOWN CLERK'S OFFICE
RECEIVED FOR RECORD
MAR 30 PM 3:45
TOWN CLERK
Theresa L. Anderson