



Charter Revision Commission

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

MINUTES OF REGULAR MEETING

Wednesday, September 4, 2024 at 7:00 pm

Clifford J. Hurgin Municipal Center, 1 School St., Bethel, CT
Meeting Room A

Present: Chair: Timothy Beeble, Joan Bradley, Patrick Daubert, Alice Hutchinson, Karen Foster, and Penny Kessler. Charter Revision Counsel, Nicholas Vitti, was present. First Selectman Carter was present as an ex-officio member.

Absent: John Lennon

Chair Tim Beeble called the meeting to order at 7:01pm.

Public Comments: None

Correspondence:

1. Email from Nico Jordan dated 8/31/2024 (attached)
2. Letter from Lisa Bergh dated 9/4/2024 (attached)

Consideration of approval of Regular Meeting minutes from 8/26/2024:

Motion made by Joan Bradley, and seconded by Alice Hutchinson, to approve the minutes from 8/26/2024, as written. Discussion ensued. Page two of the minutes, under "Budget Referendum", the discussion of changing 7 to 10 days was NOT tabled. Motion was amended by Joan Bradley, and seconded by Penny Kessler, to approve the minutes as amended. Vote, all in favor. Motion carries.

Consideration of 2019 Charter Revision Commission proposals:

Discussion began with the tabled items from the last meeting:

C6-3B3: Budget Referendum (discussion re: changing advisory question)

Prior Charter Revision Commission suggested adding "just right" to the current responses of too high, and too low. Discussion ensued. Consensus to add "just right" to the current responses. Suggestion made to invite the members of the Board of Finance to the next Charter Revision Commission meeting on 10/9/2024 to get their input.

C7-5A: Resignations and Removals (discussion re: who should receive resignation letter): Discussion ensued. Consensus for the Town Clerk to receive all resignation

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letters and there needs to be a clear process should a board /commission member wish to resign.

C7-11A: Public Utilities Commission members (discussion re: number of members) Discussion ensued. Consensus with changes made by previous Charter Revision Commission with some change in verbiage.

C11-11: Meeting locations (discussion re: where boards/commission meetings take place) Discussion ensued. Consensus reached with most of changes made by previous Charter Revision Commission.

Consideration of the Board of Selectmen, 2024 proposals:

This will be discussed at next meeting and/or subsequent meetings.

Consideration of any other proposals submitted to Charter Revision Commission:

This will be discussed at next meeting and/or subsequent meetings.

The next meeting of the Charter Revision Commission is October 9, 2024 at 7:00pm in the General-Purpose Room at the Municipal Center.

Motion made by Penny Kessler, and seconded by Alice Hutchinson, to adjourn the meeting at 9:13pm. Vote, all in favor. Motion carries.

Respectfully submitted,



Mary Churchill
Recording Secretary



OFFICE OF THE TOWN CLERK
CLIFFORD J. HURGIN MUNICIPAL CENTER
1 SCHOOL STREET, BETHEL, CT 06801

Lisa Bergh, CCTC, CMC. Town Clerk

Josh DiBella, C.C.T.C. Asst. Town Clerk

Kasey Galbis, Assistant Town Clerk

(203) 794-8505 fax (203) 778-7516

Email: berghl@bethel-ct.gov

September 4, 2024

TO: Charter Revision Board Members,

FROM: Lisa Bergh, CCTC., CMC.

RE: Effective Resignations from Boards or Commissions

Gentlemen/Ladies,

I have been asked to express my opinion regarding the procedure for submission of resignations from elected/appointed boards and commissions. CGS Sec. 7-103 speaks to the procedures set forth for the State of CT. See below:

Sec. 7-103. Resignation of municipal officers. Unless otherwise provided by law, any elected or appointed town, city or borough officer, except the town, city or borough clerk, desiring to resign from his office shall submit his resignation in writing to the town, city or borough clerk, as the case may be; and any such clerk desiring to resign from his office shall submit his resignation writing to the board of selectmen, the chief executive officer of the city or the chief executive officer of the borough, as the case may be. Any such resignation shall become effective upon the date specified therein or, if no date is so specified, upon the date of its submission.

It has been the practice of the Bethel Town Clerk to receive all resignations with a date/time stamp, this becoming the official date of resignation, and not effective or official until filed with this office.

You may be unaware of the requirements for the Town Clerk to complete a form ED638 to be filed with the Secretary of the State's Office once an elected position has been vacated, and again once the post has been filled with the replacement.

No other official has this duty.

In order to properly maintain accurate information, the resignations should be filed ONLY with the Town Clerk.

A failure to do so leaves the opportunity for error and misinformation as this list is relied upon by all, but most importantly for upcoming municipal elections.

The Town Clerk is responsible for creating the ballot for municipal elections per State Statute and I rely on accurate information with no room for failure to file. I also maintain all the contact information for all town officials and have many times had to track people down to submit a proper resignation letter.

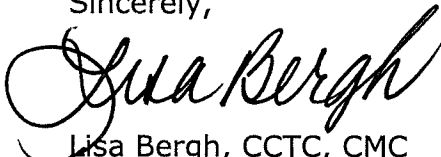
Once received I personally deliver in hand a copy of any resignation filed in my office to the First Selectman and a copy is also mailed to the chairperson of the board or commission.

Over the years having consulted with the LEAD attorney I was given specific instructions to accept only a live signature on a written letter of resignation.

I cannot relay the importance of maintaining that the Town Clerk remain the location for the letter to be submitted.

Thank You!!

Sincerely,



Lisa Bergh, CCTC, CMC
Bethel Town Clerk



Mary Churchill <churchillm@bethel-ct.gov>

[FirstSelectman:68662] Charter Revision recommendation; Conservation Commission

2 messages

Nico J <nicojordan1984@gmail.com>
To: firstselectman@bethel-ct.gov
Cc: Byrd002@yahoo.com

Sat, Aug 31, 2024 at 12:06 PM

Hi Dan,

I hope you're well. I had a chance to watch the entirety of the 8/26/2024 Charter Revision Committee regular meeting. I appreciate all the work you all are doing.

I want to ask and to advocate for and to recommend that the commission consider establishing a Conservation Commission for the town of Bethel. We have previously discussed this to some degree, and I wanted to follow up on the progress and procedures necessary to seeing this through.

Our esteemed and dedicated Director of Town Planning, Beth Cavagna, recently recommended the creation of this Commission as an advisory board to assist and advise our other Land Use Commissions and Town boards regarding Land Use and Conservation.

Statutory authorities and definitions of municipal Conservation Commissions are already laid out in the Connecticut General Statutes under Chapter 97 Sec. 7-131a.

https://www.cga.ct.gov/current/pub/chap_097.htm

According to my research, 146 of Connecticut's 169 municipalities (86%) currently have established Conservation Commissions. Many of these Commissions were established shortly after the 1961 adoption of the legislation allowing for such Commissions.

Today, it is clear that the State in fact recommends the existence and establishment of municipal Conservation Commissions as an integral tool and piece of the puzzle to foster and guide sustainable development and resilience to climate change.

I ask that discussion of this topic and adoption of a resolution to establish said Conservation Commission for the town of Bethel be added to the agenda for the next Charter Revision Committee regular meeting.

Please keep me apprised of progress on this subject. And feel free to contact me with any questions comments or concerns you may have. I look forward to discussing this further.

Additionally, please include this correspondence for the other members of the Charter Revision Commission under the appropriate Correspondence section of the agenda or minutes/google drive.

Many thanks, and best regards,
Sincerely,
Nico Jordan

Below is some helpful information on the topic:

<https://resilientconnecticut.media.uconn.edu/wp-content/uploads/sites/2761/2023/05/Conservation-Commission-Fact-Sheet.pdf>

Tue, Sep 3, 2024 at 9:12 AM

Mary Churchill <churchillm@bethel-ct.gov>
To: Nico J <nicojordan1984@gmail.com>
Cc: firstselectman@bethel-ct.gov, Byrd002@yahoo.com

Hi Nico,

Your email has been received. I will make sure Dan has a copy and will also provide copies to the rest of the Charter Revision Commission when they meet on Wednesday, 9/4/2024.

Thanks,
Mary
[Quoted text hidden]