



BOARD OF SELECTMEN

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

Dan Carter, First Selectman
Richard C. Straiton, Selectman
Bryan Terzian, Selectman

MINUTES OF SPECIAL MEETING

Tuesday, August 26, 2025 at 4:30pm – Hybrid meeting
Clifford J. Hurgin Municipal Center, 1 School St., Bethel, CT in Meeting Room A

Present: First Selectman: Dan Carter, Selectman Rich Straiton
Also present: Town Counsel Melanie O'Brien
Absent: Selectman Bryan Terzian

Meeting called to order at 4:35pm by First Selectman Carter.

Correspondence: None

Approval of minutes:

Consideration of approval of Board of Selectmen regular meeting minutes from August 19, 2025:

Motion made by First Selectman Dan Carter, and seconded by Selectman Rich Straiton, to approve the Board of Selectmen regular meeting minutes from 8/19/2025, as written. Vote, all in favor. Motion carries.

Old Business:

Consideration and approval of Charter revision questions for the November 2025 Municipal election ballot:

First Selectman Dan Carter read the Charter revision questions for the November 2025 Municipal election ballot into the record. (see attached) Discussion ensued.

Motion made by First Selectman Dan Carter, and seconded by Selectman Rich Straiton, to approve the Charter revision questions for the November 2025 Municipal election ballot as stated, with the caveat that the Town Attorney may choose to add information reflecting the date of when these become effective and make minor edits if needed. Vote, all in favor. Motion carries.

Motion made by First Selectman Dan Carter, and seconded by Selectman Rich Straiton, to adjourn the meeting at 4:55pm. Vote, all in favor. Motion carries.

RECEIVED
2025 AUG 27 A 8:30
TOWN CLERK
BETHEL, CT.

Respectfully submitted,

A handwritten signature in black ink that reads "Kasey Galbis". The signature is written in a cursive, flowing style.

Kasey Galbis
Recording Secretary

Charter Ballot Questions for November 4, 2025

1. Shall §C-3-4.A. of the Charter of Bethel, among other items, be amended or provisions added to provide for a three (3) member Board of Selectmen consisting of a First Selectmen and two (2) Selectmen with elected terms of four (4) years each beginning with the municipal election in 2027 as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

2. Shall §C6-8. of the Charter of Bethel, among other items, be amended or provisions added to require any proposed capital expenditure of one million dollars (\$1,000,000.) or more, except capital utility projects that are funded exclusively through user fees, grants and/or loans, to be submitted to the persons qualified to vote thereon for a vote by voting machine, and capital utility projects, as described herein, that have proposed capital expenditures of two million dollars (\$2,000,000.) or more shall be submitted to the persons qualified to vote thereon for a vote by voting machine as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

3. Shall §C2-5.B.; C3-3.A.; C7-1.C., C7-2.B., and C7-5A. & B. of the Charter of Bethel, among other items, be amended or provisions added to require that no employee of the town may serve on the Planning and Zoning Commission except as authorized ex officio non-voting members as per the Connecticut General Statutes; require that members of the Board of Finance to not concurrently serve on an elected or appointed municipal board or commission during their time in office; to provide for a process for the Board of Selectmen or Boards and Commissions to fill vacancies after sixty (60) days; to provide a process for members of appointed boards to resign, cease to be a member when they are no longer a resident elector, and removal by the Board of Selectmen for cause as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

4. Shall §C2-5.A.; C3-2.; C3-3.A.; C4-1.B.; C5-3.; C5-4.B.(1) & (2); C8-1.C.; C8-7.; C8-9.; C8-11.B.; C8-13.C.(3); and C9-3. of the Charter of Bethel, among other items, be amended to use "they," "them," or "their" when referring to a board, commission, or person as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

5. Shall §C2-5.B.; C3-3.C.; C3-12.; C4-7.E.; C6-2.; C6-3.A.(1), (2), (3), (4), & (5); C6-3.B.(1) & (3); C6-3.C.(1); C7-1.A., B. & C.; C7-2.B.; C7-3.; C7-7. & C7-7.A.; C8-2.A.; C8-6.; C9-4.B.; C10-2.F.; C10-9.; and C11-1. of the Charter of Bethel, among other items, be amended to make punctuation corrections and minor technical changes as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

6. Shall §C4-4.B. & D.; C4-5.A.; C6-1.C.; C6-2.; C6-3.A.(1) & B.(1); C6-5.B. & E.; C8-13.C.(4)(i). & (4)(ii); C10-2.E., F., & G.; and C10-4.A. of the Charter of Bethel, among other items, be amended or provisions added to change references to the Annual Town Budget Meeting to the Annual Town Meeting and allow transaction of business in addition to the budget; require the Annual Town Meeting be held on one (1) of the first fourteen (14) days of April, at the discretion of the Board of Selectmen; provide that the Town Clerk shall automatically serve as secretary at town meetings and recommend a replacement; require the Board of Finance to hold one (1) or more public hearings on the general town budget report not less than seven (7) days or more than fourteen (14) days before the Annual Town Meeting; require the Board of Selectmen to set budget and special referendum machine votes not less than 10 or more than 15 days excluding Saturdays, Sundays, and legal holidays, and set times of referendum from 6 am to 8 pm; require notices of hearings and other required legal advertisements in the charter to appear in a newspaper having a general circulation in the town or another medium consistent with the requirements of the Connecticut General Statutes; authorize the Town of Bethel, the Procurement Committee and/or the Board of Education to use a purchasing cooperative in lieu of the a bidding process in order to lower costs, so long as such use of a purchasing cooperative complies with the provisions of this Charter and the laws of the State of Connecticut as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

7. Shall §C8-1.A.; C8-3.A. & B.; C8-4.A. & B.; C8-5.A & B.; C8-6.B.; C8-9.; C8-13., C8-13.A., C8-13.B(1) & (2), C8-13.C.(1) & (3), C8-13.C.(4)(ii), C8-13.D., E., F., & G.; C8-14.; C8-15.; and C8-16. of the Charter of Bethel, among other items, be amended or provisions added to provide for the following administrative officers and departments: Finance Director; Tax Collector; Assessor; Emergency Management Director; Director of Health; Fire Marshal; Building Official; Planning and Zoning Official; Town Counsel; Town Engineer; and Economic Development Director, the Department of Public Works, Police Department, Department of Public Utilities, Department of Economic Development, and Information Technology Department; provide for a process for removal of a Tax Collector, Emergency Management Director, or Town Sanitarian by the Board of Selectmen for good cause; and provide for a process for removal of a Tax Assessor by the Board of Finance and Board of Selectmen for good cause as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO

8. Shall §C3-6.; C7-11.A.; C7-15.A.; C9-1.D. & E.; and C11-11. of the Charter of Bethel, among other items, be amended or provisions added to provide for a Public Utilities Commission consisting of seven (7) members, three (3) of which shall be from the Board of Selectmen, including the First Selectman; require that the Board of Education and Insurance Pension Commission members serve overlapping terms; provide for an opportunity for the public to speak at the start of all regular meetings of all elected and appointed boards, commissions and committees, except for those regular meetings where any public hearings appear on the meeting agenda; adopt Robert's Rules of Order as the official rules procedure for elected and appointed boards; require all regularly scheduled and/or special meetings of elected and appointed boards and commissions to take place at the Clifford J. Hurgin Municipal Center or a town owned facility accessible to members of the public, with exceptions for site inspections as set forth in the proposed Charter Amendments finalized by the Board of Selectmen on August 5th, 2025 and filed in the office of the Bethel Town Clerk?

YES

NO