



## Town of Bethel Charter Revision Commission

Clifford J. Hurgin Municipal Center  
1 School Street, Bethel, Connecticut 06801

December 23, 2019

Board of Selectmen  
Clifford J. Hurgin Municipal Center  
1 School Street  
Bethel, CT 06801

First Selectman Knickerbocker, Selectman Straiton, and Szatkowski,

The Charter Revision Commission herewith submits its Final Report in compliance with Chapter 99 of the Connecticut General Statutes §7-187 et seq. Our Final Report consists of this letter responding to the twelve proposed modifications of October 3, 2018, joint meeting of the Board of Selectman and Charter Revision Committee and Legal Counsel's twenty-one proposed amendments to the Town of Bethel Charter last revised and adopted on November 4, 2014 (enclosed herewith). The Commission's Final Report Narrative, Tracking Document and Legal Counsel's Summary of Charter Changes provided to you on November 5, 2019, as part of our Draft Report remain part of our Final Report with the addition of three new revisions, XIX, XX, XXI following the public hearing on December 18, 2019.

Changes adopted by the Charter Revision Committee:

I. Allow the use of purchasing cooperatives

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C8-13C4(i)

II. Prohibition on BOF serving on other boards

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C2-5

III. Raise Referendum trigger for capital utility projects to \$2M

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C6-8

IV. Change PUC to a seven-member board

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C7-11

V. Remove references to water & sewer from Public Works Department/ clarify duties

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C8-9

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- Section Revised: Table of Contents; C8-1, C8-13 A., C8-13 B (1), (2), C8-13 C. (1), (3) (4ii), D, E, F & G

VII. Terms in office/ Technical change from his by adding or her

- Status: Unanimous Commission Approval; Language Drafted
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VIII. Change “Data Processing Department” to “Information Technology Department”

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IX. Allow for meetings to be held at CJH Center or town-owned building accessible to the public

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C11-11

X. References to Newspaper Publication – Added “or another medium consistent with the requirements of the Connecticut General Statutes.”

- Status: Unanimous Commission Approval; Language Drafted
- Sections Revised: C4-4 B., D., C4-5 A., C8-13 C-4ii, C10-2 G., & C10-4 A.

XI. Add section covering resignations and removals of appointed board members

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C7-1 & Formerly Reserved C7-5

XII. Correct proceeding with preceding

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C10-9

XIII. Add “Just Right” to non-binding advisory question

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C6-3 B (3)

XIV. Add that the BOF shall hold a public hearing “not less than seven days or more than” 14 days before Annual Town Budget Meeting

- Status: Unanimous Commission Approval; Language Drafted
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XV. Add new section for Department of Public Utilities and the Director of Public Utilities

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: Added to the Table of Contents; C8-1; New Section C8-14

XVI. Have complete construction plans prior to Referendum

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: New Section C6-8 B

XVII. Change Director of Civil Preparedness to Emergency Management Director

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: Change TOC; C8-5

XVIII. Add Overlapping Terms to BOE & Insurance & Pension Commission

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C3-6, C7-15

XIX. Town Budget Meeting Held During the First 14 Days of April

- Status: Unanimous Commission Approval; Language Drafted
- Section Revised: C6-3 A. (1)

XX. Budget Referendum Held 10 to 15 Business Days After Budget Meeting

- Status: Approved by Commission, 1 Abstention; Language Drafted
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XXI. Special Referendum by Petition Held 10 to 15 Business Days After Certification

- Approved by Commission, 1 Abstention; Language Drafted
- Section Revised: C6-5 E.

Please do not hesitate to contact myself me or Nicholas Vitti, Counsel to the Commission, should you have any questions or concerns.

Respectfully,

A handwritten signature in blue ink, appearing to read "Nick Hoffman", with a long, sweeping horizontal flourish extending to the right.

Nick Hoffman, Chairman  
Charter Revision Commission

**Town of Bethel**  
**Charter Revision Commission**  
Clifford J. Hurgin Municipal Center  
1 School Street, Bethel, Connecticut, 06801



**Final Report of the**  
**Charter Revision Commission to the Board of Selectmen**  
**December 23, 2019**

Nick Hoffman, Chairman  
Melanie O'Brien, Vice Chairman  
Joyce Hess, Secretary  
John Lennon  
Sharon Straiton  
Patrick Perrefort  
Theresa Letellier

Attorney Nicholas Vitti, Counsel  
Dionne Craig, Recording Secretary

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### **Section I Report of the Commission:**

#### **Proposed Charter Revisions approved by the Commission**

*Natural numbers CRC tracking / Roman numerals attorney tracking*

- 1 / I. Allow the use of purchasing cooperatives
- 2 / II. Prohibition of Board of Finance members serving on other boards
- 3 / III. Raise Referendum trigger for capital utility projects to \$2M
- 4 / IV. Change PUC to a seven-member board
- 5 / IX. Allow for meetings to be held at CJH Center or town-owned building accessible to the public
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- 8 / XIII. Add “Just Right” to non-binding advisory question
- 9 / XIV. Add that the BOF shall hold a public hearing “not less than seven days or more than” fourteen days before Annual Town Budget Meeting
- 10 / XV. Add new section for Department of Public Utilities and the Director of Public Utilities
- 11 / XVI. Shovel Ready Projects. Have complete construction plans prior to the Referendum.
- 12 / XIX. Town Budget Meeting Held During the First fourteen days of April. (Added 12/18/2019)
- 13 / XX. Budget referendum held ten to fifteen business days after the budget meeting. (Added 12/18/2019)
- 14 / XXI. Special referendum by petition held ten to fifteen business days after certification. (Added 12/18/2019)

#### **Technical Changes**

- 15 / V. Remove references to water & sewer from Public Works Department/ clarify duties
- 16 / VI. Change references to “Comptroller” to “Finance Director.”
- 17 / VII. Terms in office/ Technical change from his by adding or her
- 18 / VIII. Change “Data Processing Department” to “Information Technology Department”
- 19 / XII. Correct proceeding with preceding
- 20 / XVII. Change Director of Civil Preparedness to Emergency Management Director
- 21 / XVIII. Add Overlapping Terms to Board of Education and Insurance and Pension Commission

### **Section II Failed revisions proposed by the Board of Selectman**

### **Section III Charter Revision Commission Tracking Document**

### **Section IV Summary of Recommended Charter Changes**

### **Section V Ballot Structure and Observations**

### **Section VI Counsel’s Recommended Text Changes to the Town of Bethel Charter**

## **Section I – Report of the Commission**

### **Introduction**

The Connecticut General Statutes, Section 7-188, require each municipality in the State to review its Charter every five years. The Town of Bethel Charter, Paragraph C11-7, requires that the Board of Selectmen review the Town’s Charter at least once every five (5) years and appoint a Charter Revision Commission to assist in that process. The Connecticut General Statutes also specify the Board of Selectmen as to the “Appointing Authority.” Accordingly, the Town of Bethel Board of Selectmen appointed and convened a Charter Revision Commission at a Special Meeting on October 3, 2018.

At the Special Meeting, the Board of Selectmen appointed Joyce Hess, Nick Hoffman, John Lennon, Theresa Letellier, Melanie O’Brien, Sharon Straiton, Patrick Perrefort (alphabetical order) to serve as Commissioners.

The Board of Selectmen charged the Commission with evaluating and recommending specific potential changes to the Charter:

Also, at the Special Meeting, the Commission elected officers to oversee the efforts. The elected officers are:

Chairman: Nicholas Hoffman  
Vice-Chairman: Melanie O’Brien  
Secretary: Joyce Hess

Attorney Nicholas Vitti serves as Legal Counsel to the Commission  
Dionne Craig serves the Commission as Recording Secretary.

The Commission, as required by the above referenced State Statute, held a Public Hearing on November 14, 2018 early in its deliberations, and added a second Public Hearing on September 25, 2019 late in the process to garner more input from the public.

The following paragraphs (1 – 18) represent the Commission’s recommended Charter revisions. When necessary, each section attempts to capture the essence of the Commission’s discussion, rationale, and logic for its decision in favor of the proposed revision.

### **1. Allow the use of purchasing cooperatives**

- Section Revised: C8-13C4(i)
- Proposed by: Theresa D. Yonsky, Director of Fiscal Services for the Bethel Public Schools.
- Vote: Yes: 7 No: 0

Revision applies to both the Board of Education and the Town of Bethel. This revision allows the use of purchasing cooperatives as an available option in order to lower costs.

#### **Connecticut Department of Administrative Services definition of Cooperative Contracting:**

Cooperative Purchasing involves sharing procurement contracts between governments or within a government. Through cooperative purchasing arrangements, the dollars spent (purchases) increases, and this increased spend helps to leverage the organization's ability to obtain deeper discounts and achieve greater savings.

### **2. Prohibition on Town employees serving on the Board of Assessment Appeals & prohibition Board of Finance members serving on other boards and commissions**

- Section Revised: C2-5
- Proposed by: Board of Selectmen
- Vote: Yes: 7 No: 0

This change adds the Board of Assessment Appeals to the list of boards and commissions to which town of Bethel employees are prohibited from serving on. The existing list includes the Board of Finance, Planning and Zoning Commission, Zoning Board of Appeals and Inland Wetlands Commission. Additionally, the revision prohibits members of the Board of Finance from serving on any other elected or appointed board or commission.

### **3. Raise Referendum trigger for capital utility projects to two million dollars**

- Section Revised: C6-8
- Proposed by: Board of Selectmen
- Vote: Yes: 7 No: 0

This revision is specific to **capital utility projects not funded by tax revenue**. Improvements to the public water utility system often exceed the current one million dollar threshold triggering a town-wide referendum in compliance with section C6-8. This revision empowers the Public Utilities Commission to make the necessary system upgrades mandated by state law and avoid the potential for fines for noncompliance.

### **4. Change Public Utilities Commission (PUC) to a seven-member board**

- Section Revised: C7-11
- Proposed by: Board of Selectmen
- Vote: Yes: 7 No: 0

Presently the PUC consists of five members, the three selectmen, and two appointed members. This expansion of the commission to include four appointed members to bring professional expertise and oversight of the town-owned public utility systems.

**5. Allow for meetings to be held at Clifford J Hurgin Municipal Center or town-owned building accessible to the public**

- Section Revised: C11-11
- Proposed: Board of Selectman
- Vote: Yes: 7 No: 0

The current charter only allows for meetings to be held at the Clifford J Hurgin Municipal Center. Revising this prohibition will enable meetings to take place at publically accessible town-owned buildings and offsite locations when necessary for boards and commissions to thoroughly perform their duties.

**6. References to Newspaper Publication – Added “or another medium consistent with the requirements of the Connecticut General Statutes.”**

- Sections Revised: C4-4 B., D., C4-5 A., C8-13 C-4ii, C10-2 G., & C10-4 A.
- Proposed: Board of Selectman
- Vote: Yes: 7 No: 0

A language adjustment to provide flexibility as to where public legal notifications can be published in the event state statutes change.

**7. Add section covering resignations and removals of appointed board members**

- Section Revised: C7-1 & Formerly Reserved C7-5
- Proposed: Board of Selectmen
- Vote: Yes: 7 No: 0

The revision clarifies the process and procedures associated with the resignation or removal of appointed members of boards or commissions.

**8. Add “Just Right” to non-binding advisory question**

- Section Revised: C6-3 B (3)
- Proposed: Board of Selectmen, amended Charter Revision Commission
- Vote: Yes: 7 No: 0

The original proposal was to eliminate the Non-Binding Advisory Question due to the belief that it does not provide appropriate guidance following a failed referendum. The commission amended the proposal to add “just right” to the two existing options.

**9. The Board of Finance shall hold a public hearing “not less than 7 days or more than” 14 days before Annual Town Budget Meeting**

- Section Revised: C10-2 E
- Proposed: First Selectmen Knickerbocker
- Vote: Yes: 7 No: 0

This revision provides greater flexibility to avoid scheduling conflicts for the public hearing in an adequately sized facility.

**10. Add new section for Department of Public Utilities and the Director of Public Utilities**

- Article Revised: Added to the Table of Contents; C8-1; New Section C8-14
- Proposed: First Selectman Knickerbocker
- Vote: Yes: 6 No: 0 (O’Brien absent)

It was necessary to establish a separate Public Utilities Department and credentials needed for the head of the department.

**11. Shovel Ready Projects:**

- Add new Section: C6-8B
- Proposed: Board of Selectmen
- Vote: Yes: 7 No: 0

Any capital construction project with a cost higher than one million dollars will require complete construction plans, blueprints, and all necessary engineering specifications before scheduling a referendum for final approval.

**12 / XIX. Town Budget Meeting Held During the First fourteen days of April.** (Added 12/18/2019)

- Section Revised: C6-3 A. (1)
- Proposed: Registrar of Voters: T Beeble, N Ryan
- Vote: Yes: 7 No: 0

**13/ XX. Budget referendum held ten to fifteen business days after budget meeting.** (Added 12/18/2019)

- Section Revised: C6-3 B. (1)
- Proposed: Registrar of Voters: T Beeble, N Ryan
- Vote: Yes: 6 No: 0 Abstention: 1
  - **Yes:** Hess, Hoffman, Lennon, Letellier, Perrefort, Straiton
  - **Abstention:** O’Brien

**14 / XXI. Special referendum by petition held ten to fifteen business days after certification.** (Added 12/18/2019)

- Section Revised: C6-5 E.
- Proposed: Registrar of Voters: T Beeble, N Ryan
- Vote: Yes: 7 No: 0

**Technical changes, updates, or revisions:**

This section outlines the necessary corrections to parts of the charter that need to be updated, amended, or corrected.

**15 / V. Remove references to water & sewer from Public Works Department/ clarify duties**

- Section Revised: C8-9
- Proposed: Board of Selectmen
- Vote: Yes: 7 No: 0

**16 / VI. Change references from “Comptroller” to “Finance Director”**

- Section Revised: Table of Contents; C8-1, C8-13 A., C8-13 B (1), (2), C8-13 C. (1), (3) (4ii), D, E, F & G
- Proposed: Brad Heering
- Vote: Yes: 7 No: 0

**17 / VII. Terms in office/ Technical change from “his” by adding “or her”**

- Section Revised: C3-2
- Proposed: Board of Selectmen
- Vote: Yes: 7 No: 0

**18 / VIII. Change “Data Processing Department” to “Information Technology Department”**

- Section Revised: C8-13 E
- Proposed: Board of Selectman
- Vote: Yes: 7 No: 0

**19 / XII. Correct proceeding with preceding**

- Note: Upon further review, the **published** Charter (not the Word document) needs correction
- Section Revised: C10-9
- Proposed: Tim Beeble
- Vote: Yes: 7 No: 0

**20 / XVII. Change Director of Civil Preparedness to Emergency Management Director**

- Section revised: C8-5
- Proposed: Tom Galliford
- Vote: Yes: 7 No: 0

**21 / XVIII. Add Overlapping Terms to Board of Education and Insurance & Pension Commission**

- Section Revised: C3-6, C7-15
- Proposed: Tim Beeble
- Vote Yes: 7 No: 0

## **Section II: Failed revisions proposed by the Board of Selectman**

**C3-4 Board of Selectman:** Increase the term from two to four years for the Board of Selectman.

Motion, Nicholas Hoffman: To keep the term for the board of selectmen to two years made Second: John Lennon

**Vote:** Passed Yes: 4 No: 3.

**Yes:** Hess, Hoffman, Lennon, O'Brien

**No:** Letellier, Perrefort, Straiton

This issue was our most debated revision amongst the commissioners. Collectively the commission recognizes the responsibilities of the Board of Selectman have evolved dramatically since our form of government was adopted, particularly the role of First Selectmen.

Those who voted to keep the term at two years did not have a shared position against expanding the term to four years.

Arguments included:

- Lacking a recall provision, the ability to vote out a poor performing First Selectman sooner protected the town.
- Assessing our form of government and investigating other alternatives
- Competent First Selectman historically have won re-election
- When proposed at the last charter revision it failed

Those who voted against keeping the two-year term outlined the following reasons why a change was necessary.

- To effectively manage the town a longer-term would provide more stability
- All other boards and commissions are on a four-year cycle
- Allows for long term planning
- More time for governance and town oversight

**C6-3B Non-Binding Advisory Question:** Remove the non-binding advisory question from the ballot.

Motion, John Lennon: To keep the advisory questions too high / too low

Second: Nick Hoffman

**Vote:** Failed Yes 1 No 6

**Yes:** Lennon

**No:** Hess, Hoffman, O'Brien, Letellier, Perrefort, Straiton.

Commissioner Lennon introduced a new motion to add "Just Right" to the nonbinding advisory question; the motion passed unanimously.

**C6-3C Failure to Adopt:**

Motion, John Lennon: To not accept the recommendation from the Board of Selectman to add a Failure to Adopt Provision to the budget referendum.

Second: Joyce Hess

**Vote:** Passed Yes 5 No 0 Abstained 2

**Yes:** Lennon, Hess, Hoffman, O'Brien, Perrefort

**No:**

**Abstained:** Letellier, Straiton.

The discussion focused on negating the vote of the townspeople by adding this provision and allowing an approved budget to be modified.

**Section III: Charter Revision Commission Tracking Document**

Charter Revision Tracking Document	
December 23, 2019	
Tracking Document of items under consideration	Notes
<b>C8-13C-4(i):</b> This change would allow the use of purchasing cooperatives for the Board of Education, but appears to exclude "Town of Bethel inadvertently." Please correct to enable the town also to participate.	Moved for language review 7/10
<b>C2-5</b> -Eligibility for Office – Broaden the prohibition on town employees serving on the BAA & prohibits BOF members from serving on another board or commission while in office;	Moved for language review 7/10
<b>C6-8</b> -Raise the referendum trigger to \$2M for <b>capital utility projects funded by user fees, grants and/or loans.</b>	Moved for language review 7/10
<b>C7-11</b> -Change PUC to seven members, four appointed and the three BOS members;	Moved for language review 7/10
<b>C8-9</b> -Remove references to water & sewer from Public Works and add maintenance of roads/fleet vehicles & management of Town buildings;	Moved for language review 7/10
<b>C8-13:</b> Change all references to "Comptroller" to "Finance Director"	Brad Heering 01/25/2019
<b>C-3-2:</b> Technical change to: ...his " <b>or her</b> "...	
<b>C8-13 E.</b> -Change Data Processing Department to Information Technology Department;	Moved for language review 7/10
<b>C11-11</b> -Allow for meetings to take place at the Municipal Center or a town-owned facility accessible to members of the public.	Note that I kept this language as broad as possible per the Commission's direction at the last meeting and made an exception for site inspection Moved for language review 7/10
<b>(Numerous Sections, i.e. C4-4 B., D., C4-5 A., C8-13 C-4ii, C10-2 G., &amp; C10-4 A.)</b> References to Newspaper publication Suggested language change: " <b>or another medium consistent with the requirements of the Connecticut General Statutes;</b> "	Moved for language review 7/10

<b>C3-3 Vacancies and C7-1 Appointments by Board of Selectman</b>	Moved for language review 7/10
<b>C3-6, C7-9 A, C7-15: Add verbiage clarifying overlapping terms for these Boards and Commissions</b>	T. Beeble 1/16/2019
<b>C10-9: Correct "proceeding" with "preceding"</b>	T. Beeble 1/16/2019
<b>C7-1C: Make language consistent with Section C2-5A: Pertaining to elected officials moving out of town.</b>	T. Beeble 1/16/2019
<b>C8-5: change position name from "Director of Civil Preparedness" to "Emergency Management Director."</b>	Email from Tom Galliford August, 7th 2019
<b><i>Referencing both Fire Departments in the Charter</i></b>	Ordinance change not Charter issue
<b>C3-4 Board of Selectmen: Increase term from two to four years for the Board of Selectmen</b>	Initial BOS Charge
<b>C6-3B(2): Non-binding Advisory Question</b>	Keep, eliminate, expand?
<b>C6-3A(1): Reconsider moving the Annual Town Meeting back to May from April.</b>	Multiple community members for and against
<b>C6-3C: Failure to Adopt provision for budget referendum neither budget is ratified BOE or Town until both passes.</b>	Initial BOS Charge
<b>C10-2E and C6-3A(1): Change "The Board of Finance shall hold (1) or more public hearings on the general town budget report</b>	Proposed Dionne Craig 4/3/2019
<b><i>not less than (7) days or more than fourteen (14) days before the Annual Town Budget Meeting.</i></b>	
<b>C8-9 Department of Public Works: Change "building management" to "building maintenance."</b>	First Selectman Knickerbocker 9/4/2019
<b>C8-9 New Department Needed: Add new section for "Department of Public Utilities" (DPU); remove language referencing Department of Public Works (DPW) which describes responsibilities for management of public water and sewer departments.</b>	First Selectman Knickerbocker 9/4/2019
<b>C8-9 New Position Needed: In conjunction with the item above, need to add "Director of Public Utilities" as a separate entity;</b>	First Selectman Knickerbocker 9/4/2019

the DPW Director and the DPU should not be the same person.	
<b>C8-9:</b> Remove references to water and sewer functions (Utilities Department) add Roads, Grounds, Fleet Vehicles, Buildings, Drainage & Project Management	BOS and Town Planner Cavagna 5/8/19
<b>Ballot Language:</b> one item referendums to not follow STM time line if general election or referendum is in close proximity	Registrar of Voters Beeble / Ryan 5/8/2019
<b>Shovel Ready Projects:</b> Add a charter provision that all Capital projects greater than 1 million dollars have be required to have complete construction plans,	Initial BOS Charge
<b>Town Budget Meeting Held During the First 14 Days of April:</b>	Registrar of Voters: T. Beeble, N. Ryan 12/18/2019
<b>Budget Referendum Held 10 to 15 Business Days After Budget Meeting</b>	Registrar of Voters: T. Beeble, N. Ryan 12/18/2019
<b>Special Referendum by Petition Held 10 to 15 Business Days After Certification</b>	Registrar of Voters: T. Beeble, N. Ryan 12/18/2019

MEMORANDUM

**To:** Charter Revision Commission  
**From:** Nicholas W. Vitti Jr., Esq.  
**Date:** December 19, 2019  
**Re:** Summary of Charter Changes to Date -Counsel's Draft Report

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  - Section Revised: C6-5 E.

## **Section V: Ballot Structure and Observations**

The Charter Revision Commission suggests the following ballot structure for the proposed amendments.

We have identified four areas to organize the ballot they are Finance, Governance, Public Utility Commission, and Technical.

### **Finance:**

- 1 / I: Allow the use of purchasing cooperatives
- 8 / XIII: Add “Just Right” to the non-binding advisory question
- 9 / XIV: Add that the BOF shall hold a public hearing “not less than seven days or more than” fourteen days before the Annual Town Budget Meeting
- 11 / XVI: Shovel Ready Projects
- 12 / XIX: Town Budget Meeting Held During the first fourteen days of April.
- 13 / XX: Budget referendum held ten to fifteen business days after the budget meeting.
- 14 / XXI: Special referendum by petition held ten to fifteen business days after certification.

### **Governance:**

- 5 / IX: Allow for meetings to be held at the CJH Center or town-owned building accessible to the public
- 6 / X: References to Newspaper Publication - Add “or another medium consistent with the requirements of the Connecticut General Statutes.”
- 7 / XI: Add section covering resignations and removals of appointed board members
- 2 / II: Prohibition of Board of Finance members serving on other boards and commissions

### **Public Utilities Commission**

- 3 / III: Raise Referendum trigger for capital utility projects to \$2M
- 4 / IV: Change Public Utilities Commission to a seven-member board
- 10 / XV: Add new section for Department of Public Utilities and the Director of Public Utilities

### **Technical**

Items 15 through 21 (V, VI, VII, VIII, XII, XVII, XVIII)

## **Observations:**

1. Through our deliberations and information presented to the committee, the theme of the benefits and burdens that the Town Meeting form of government has on the daily operations of the town were discussed. Despite the discussion, there wasn't a mechanism for the Charter Revision Commission to address such a broad question. The committee suggests the Board of Selectmen form an ad-hoc committee to investigate governance options for the Town of Bethel and potential adjustments to our form government. Recognizing if a change is warranted, it would have to take place through charter revision, forming this committee would allow for the time necessary to thoroughly research in advance of the next charter revision.
2. Communication and access to information was an issue brought up throughout the charter revision process. While not in the purview of our responsibilities to mandate specific communication regulations or practices, we felt it was appropriate to relay the concerns shared. The consensus was to outline a strategy to utilize modern technology to allow more access to the ongoings of town governance. Suggestions included the universal use of video at all meetings, advanced notice for town meeting dates, enhanced communication efforts.
3. In budget presentations and communication clearly outline the Board of Education expenses covered in the Town of Bethel budget.

