



TOWN OF BEACON FALLS
ORDINANCE COMMITTEE
SPECIAL MEETING MINUTES
C/O TOWN CLERK
10 MAPLE AVE.
BEACON FALLS, CT. 06403
(Subject to revision)

Members Present: Tom Pratt (TP), Kyle Brennan (KB), Rich Minnick (RM), and Lauren Fennell (LF)

Members Absent: None

Other Members Present: First Selectman, Smith (GS)

1. **Call to Order / Pledge of Allegiance:**

TP called the meeting to order at 7:08 PM and led the assembled in the pledge of allegiance.

2. **Read & Approval Minutes from Previous Meetings:**

Motion to approve the minutes from 03/29/23 made by RM, seconded by KB. All ayes.

3. **Comments from the Public:**

None

4. **Reading of Correspondence:**

None

5. **Old Business:**

- a. **Proposed Changes in all Ordinances and Regulations – Discussion & Action:** The committee gave GS a brief update on the progress of the ordinance updates.
- b. **Review of Service Award Tax Abatement Ordinance Updates – Discussion & Action:** LF to send drafted ordinance update to Legal Counsel for review.
- c. **2023 Meeting Schedule:** The board will not set a formal schedule. Meetings will be arranged as needed.
- d. **Handling of Ordinance Updates Procedures:** GS and Committee reviewed details of the recommended procedural packet. LF to reach out to legal counsel for guidance on questions brought forward by the committee.
- e. **Vote to Accept and Move Forward the Ordinance and Regulation Book to the BOS at its Next Monthly Meeting:** Motion to move the updated ordinance package with the addition of an ordinance to establish a procedure to handle updates to existing ordinances and establish new ones. As well as recommending a procedure outlining the checklist to update ordinances. With the addition of an ordinance outlining the exact locations of the fees and redirecting them to a master fee schedule made by KB and seconded by RM—all ayes.

6. **New Business:**

None

7. **Adjournment:**

Motion made to adjourn at 8:12 PM—RM/KB, all ayes.

Respectfully submitted,

Lauren A. Fennell

Clerk and Liaison to BOS, Ordinance Committee