Minutes not yet approved.
Approval and any edits to be made in succeeding minutes.

RECEIVED
SEP 25 2026
9:25am
TOWN CLERK'S OFFICE
BLOOMFIELD, CT

BLOOMFIELD CHARTER REVISION COMMISSION

There was a special meeting of the Bloomfield Charter Revision Commission held on Tuesday August 25, 2026, at 6:00 p.m. in a hybrid meeting style. The in-person meeting location was Bloomfield Town Hall Council Chambers, 800 Bloomfield Avenue, Bloomfield, CT, and the virtual location was via Zoom.

Committee Members present: ***In-Person:*** Joseph Suggs, Chair, Bradley Klein, Elvin Turner, Dwight Bolton ***via Zoom:*** None

Committee Members absent: Erica Coleman

Also present were: ***In-Person***—Latonia Tabb, Clerk of Council; India Rodgers, Director of Operations & Communications; Warren Plummer, Director of IT; ***via Zoom:*** Alvin D. Schwpp, Jr., Town Manager; Town Attorney Andrew Crumbie, Crumbie Law

The meeting was called to order at 6:06 p.m.

Chair Joseph Suggs welcomed members to the Charter Revision Commission meeting and introduced the Commissioners present, noting that Commissioner Coleman was expected to arrive shortly. He also acknowledged Town Attorney Andrew Crumbie, who was attending remotely to provide an overview of the charter revision process, and Director of Operations and Communications India Rodgers.

Overview of the Charter Revision Process

Chair Suggs thanked the Commissioners for their service and noted that materials outlining the Town Council's charges had been provided. He stated that while the Commission adheres to the Council's charges, members were permitted to discuss, debate, and make recommendations regarding any section of the Charter they deemed appropriate. Chair Suggs then called on Town Attorney Crumbie to provide an overview of the charter revision process.

Town Attorney Andrew Crumbie welcomed the Commissioners and outlined Phases 1 and 2 of the Charter Revision process, focusing on the Commission's work through the January 30, 2027 draft report deadline. He noted that the Commission's first substantive step is to hold a public hearing to gather input from Town officials, staff, and the public before beginning its drafting work. Attorney Crumbie explained that following the initial public hearing, the Commission will review and draft proposed Charter revisions, with a second public hearing recommended for early January 2027 to obtain public feedback on the proposed changes and allow time for any necessary revisions before the draft report is submitted. He noted that the January 30, 2027 deadline is a target date that may be extended by the Town Council if additional time is needed,

while the statutory 16-month period from the Commissioners' appointment is the firm deadline. He further advised that the Commission may conduct additional public hearings as needed.

Discussion regarding the Town Council Charges & Scope of Work

Commissioner Bradley Klein asked whether the Charter Revision Commission's current process differed from the procedure used during the Commission's prior term. Town Attorney Crumbie clarified that the process is the same and follows the same statutory requirements, but the timeline and sequence have been presented in greater detail for the benefit of the Commission and the public. Commissioner Klein also asked about the distinction between regular public meetings and formal public hearings. Attorney Crumbie explained that while all Commission meetings are public, a formal public hearing is specifically intended to receive public input and allow for interaction regarding that input, whereas regular Commission meetings are intended primarily for Commissioners to conduct substantive discussion and work.

Commissioner Elvin Turner asked whether the public would be able to comment on the Charter revisions previously developed by the Commission or whether comments could address the Charter in its current form. Town Attorney Crumbie explained that the public may comment on any aspect of the Charter revision process or the Commission's recommendations, while the Commission may determine the scope of its own work.

Attorney Crumbie noted that the prior draft was accepted by most members of the Town Council and could serve as a starting point for the current Commission if the Commissioners agree with the previous work, allowing the Commission to build upon it rather than repeat work already completed.

Discussion and Possible Action regarding the Charter Revision Commission Meeting Schedule

Chair Suggs led a discussion regarding the Commission's regular meeting schedule, noting the need to balance Commissioners' availability with the availability of the Council Chambers, which provides the necessary Zoom capability for public participation. After reviewing members' schedules and the availability of the Council Chambers, the Commission agreed to meet on the fourth Tuesday of each month at 7:00 p.m.

Commissioner Klein indicated that he could accommodate the proposed schedule. Commissioner Turner identified conflicts with the November 24 and December 22 meetings and advised that he would be unavailable on those dates. The proposed meeting dates discussed were September 22- moved to special meeting on September 29, October 27, November 24, December 22, and January 26, with the understanding that alternate arrangements could be considered when necessary to accommodate Commissioner Turner's participation. Chair Suggs confirmed that the schedule would be finalized and publicly noticed, and the meeting time was set at 7:00 p.m.

Chair Joseph Suggs proposed scheduling the Commission's first public hearing for September. Director of Operations and Communications India Rogers advised that the Council Chambers were unavailable on September 22 due to a previously rescheduled Finance Subcommittee meeting resulting from the Yom Kippur holiday. She recommended scheduling a special meeting for the Commission on Tuesday, September 29, 2026, at 7:00 p.m. in the Council Chambers.

The Commissioners agreed to hold the first public hearing on September 29, 2026, at 7:00 p.m. The Commission confirmed that its regular meeting schedule would continue the fourth Tuesday of each month thereafter through January.

Discussion and Possible Action regarding the Preliminary Work Plan and Timeline

Chair Joseph Suggs proposed that the Commission conduct a comprehensive review of all approximately 53 sections of the Charter, noting that approximately nine sections had generated significant public input and discussion during the prior Commission's work. He suggested prioritizing those sections requiring substantial discussion and public input before addressing the remaining sections.

Town Attorney Andrew Crumbie confirmed that the Town Council's charge to the Commission identifies specific Charter sections for review, which the Commission is required to address. He clarified that the Commission has authority to review and revise the entire Charter in addition to the sections identified in the Council's charge.

Chair Suggs stated that the Commission should review the Charter in its entirety and not omit any section, including those identified by the Town Council. He proposed initially focusing on sections expected to generate the most discussion, public input, and administrative review.

Chair Suggs identified the following Charter sections as areas likely to require extended discussion and public input: Section 201 – Terms of Office of Elected Officials; Section 301 – Council Compensation; Section 302 – Selection of the Mayor; Section 308 – Petitions for Ordinances and Referendums; Section 310 – Referendum on Bond Issues; Section 502 – Town Manager Residence; Section 504 – Treasurer; and Section 906 – Budget Referendum. He suggested grouping these sections across meetings based on the anticipated amount of discussion, with the remaining sections to be reviewed thereafter.

Commissioner Bradley Klein asked Attorney Crumbie to clarify the Commission's statutory authority and the extent to which the Commission is subject to direction from the Town Council, Mayor, or other Town bodies. He noted that the Commission had previously conducted a comprehensive review and expressed the view that prioritizing certain sections would not mean the remaining Charter provisions were being disregarded.

Attorney Crumbie explained that the Commission is entrusted with conducting its work independently and thoughtfully, but that the Town Council ultimately must accept the Commission's recommendations for proposed Charter revisions to proceed. He noted that the

Council may return the draft report to the Commission for additional revisions before ultimately accepting the recommendations.

Commissioner Elvin Turner stated that he preferred receiving the Council's concerns or priorities at the outset so the Commission could work efficiently while maintaining its responsibility for the decision-making process.

Chair Suggs summarized that the Commission would review the entire Charter, while prioritizing sections that appear to require greater discussion, public input, and consideration due to their potential significance to the Town. He stated that the remaining sections would then be reviewed thoroughly, with time reserved to revisit provisions if additional consideration was warranted.

Chair Suggs also proposed establishing a soft goal of approximately one hour for regular Commission meetings, while recognizing that additional time would be used when necessary to complete the Commission's work.

Commissioner Klein suggested preparing a side-by-side comparison of the current Charter and the draft produced during the prior Charter Revision Commission's work to assist Commissioners in preparing for the next meeting. Attorney Crumbie agreed to locate and provide available materials from the prior Charter revision process that may be useful to the Commission.

Chair Suggs concluded by summarizing the Commission's next steps: conduct the first public hearing on September 29, 2026, at 7:00 p.m. in the Council Chambers; hold regular meetings on the fourth Tuesday of each month through January; obtain a side-by-side comparison of the Charter and prior draft; and obtain any specific charges or areas of interest identified by the Town Council in preparation for the public hearing.

Adjournment

It was moved by Commissioner Bolden, seconded by Commissioner Klein and voted unanimously to adjourn the meeting at 6:49 P.M.