Town Council Meeting Agenda

Anthony C. Harrington, Mayor
Cindi A. Lloyd, Deputy Mayor
Darrell Goodwin
Elizabeth A. Waterhouse
Joseph P. Merritt
Michael J. Oliver
Shamar A. Mahon
Suzette DeBeatham-Brown
Todd E. Cooper

Monday, August 10, 2026, 7:00 pm
Town Hall – Council Chambers • 800 Bloomfield Avenue, Bloomfield, CT 06002

PLEASE NOTE: This meeting of the Town of Bloomfield will be held in a hybrid format. This means that you can attend in person, by using the Zoom link below or viewing the meeting via YouTube

https://bloomfieldct.zoom.us/webinar/register/WN_cPMCVjsmSN-FjhJg_Jh8vQ

YouTube:

https://youtube.com/live/6K7bPTpAOvg?feature=share

AGENDA

I. Pledge of Allegiance

II. Roll Call

III. Announcements and Presentations

IV. Citizens' Statements and Petitions

Statements by members of the public may be oral or written and shall start with the speaker's name and address and shall continue for no longer than three (3) minutes, unless permitted by the Mayor or councilor presiding.

V. Report from Council Subcommittees

A. Governance, Policy & Economic Development – Mayor Anthony Harrington

B. Finance, Budget, Audit & Bonding – Deputy Mayor Cindi Lloyd

C. Public Health, Safety & Environment – Councilor Todd Cooper

D. Education, Workforce, Youth Development & Community Services – Councilor Michael Oliver

E. Committee on Committees – Councilor Darrell Goodwin

VI. Council Business

New Business

2027-03: Consider and Take Action Regarding the Request to Extend the Submission Deadline for the Charter Revision Commission's Draft Report to the Town Clerk

VII. Report from the Town Manager

VIII. Report from the Mayor

IX. Council Comments

X. Adjournment

TO: Town Councilors

FROM: Darrell V. Hill, Director of Finance *for Alvin D. Schwapp, Jr., Town Manager*

DATE: August 6, 2026

RE: FY 2027-03: REQUEST TO EXTEND THE SUBMISSION DEADLINE FOR THE CHARTER REVISION COMMISSION'S DRAFT REPORT TO TOWN CLERK

Please review the attached documentation supporting the timing of the Charter Revision process.

Should the Town Council wish to move forward, the following motion would be in order:

> *Move to adopt the Resolution to Extend the Submission Deadline for the Charter Revision Commission's Draft Report to Town Clerk.*

RESOLUTION TO AMEND THE DRAFT REPORT DUE DATE

WHEREAS, the Town of Bloomfield, acting herein by its Town Council, initiated a review and possible amendment of its Charter on February 2, 2026;

WHEREAS, that, in accordance with General Statutes§ 7-188, and Section 1004 of the Bloomfield Town Charter, the Bloomfield Town Council did, by an affirmative vote of at least two-thirds of its members, establish a Bloomfield Charter Revision Commission which will consist of five (5) members. The names of those members appointed to the Charter Revision Commission are: Joseph Suggs, Jr., Elvin Turner, Bradley Klein, Erica Coleman, and Dwight Bolton.

Each of the members of the Bloomfield Charter Revision Commission shall be electors of the Town of Bloomfield, no more than one-third of whom may hold any public office in the municipality and not more than a bare majority of whom shall be members of any one political party, which commission shall proceed forthwith to draft amendments to the existing charter as the case may be. The Bloomfield Charter Revision Commission may appoint officers from among its members, shall keep detailed records of its deliberations, and may adopt regulations and rules of procedure. The members of the Bloomfield Charter Revision Commission shall serve without compensation. The Bloomfield Town Council may remove any member of the Bloomfield Charter Revision Commission at any time in accordance with the procedures set forth in Section 703 of the Bloomfield Town Charter.

The Bloomfield Charter Revision Commission shall consider all recommendations received from the Bloomfield Town Council.

The Bloomfield Charter Revision Commission shall submit a progress report of its business at each regularly scheduled meeting of the Bloomfield Town Council.

WHEREAS, the Bloomfield Town Council, in accordance with General Statutes§ 7-190 (b), directed the following charges to the Charter Revision Commission:

1. Review Section 201 of the Charter to consider adding a Registrar of Voters.
2. Review Section 308 to consider clarifying and changing language regarding budget referendums.
3. Review Section 502 to consider removing residency requirement for Town Manager.
4. Review Section 503 to consider changing language to expedite selection of Town Attorney.
5. Consider restructuring.

6. Review technical changes as may be recommended by Town staff.

The review of the Town Charter by the Charter Revision Commission is not restricted to the areas identified above.

NOW, THEREFORE, BE IT RESOLVED, by the Bloomfield Town Council, that the Charter Revision Commission shall submit to the Bloomfield Town Clerk its draft report no later than January 30, 2027.

CHARTER REVISION COMMISSION TIMELINE OUTLINE

Town of Bloomfield, Connecticut

Resolution to Appoint Commission Adopted: January 12, 2026
Charter Revision Commission Appointed: February 2, 2026
Draft Report Due to Town Council: January 30, 2027
Prepared: August 6, 2026
Expected Ballot Date: November 3, 2027

I. INITIATION AND COMMISSION APPOINTMENT PHASE (COMPLETED)

A. Initiation by Town Council Resolution — January 12, 2026

1. The Bloomfield Town Council (appointing authority) adopted a resolution to initiate charter revision by two-thirds vote of the entire membership of the appointing authority.
2. This action initiated the charter revision process under Connecticut General Statutes §§ 7-188 through 7-193.

B. Commission Appointment — February 2, 2026

1. **Statutory Deadline:** Within thirty days after charter revision action was initiated (deadline was February 11, 2026).
2. The Town Council appointed the Charter Revision Commission on February 2, 2026,
3. The appointing resolution directed the commission to consider specific recommendations and specified that the draft report shall be submitted by May 11, 2026. The appointing authority will later amend that date to January 30, 2027.
4. **Statutory Maximum for Draft Report:** The commission has up to sixteen months from the date of appointment to submit its draft report (statutory maximum deadline would be June 2, 2027), but the Town Council will set an earlier deadline of January 30, 2027.

II. COMMISSION WORK PHASE (IN PROGRESS)

A. Commission Commences Work — February 2026

1. The commission shall proceed to draft charter amendments.

B. Initial Public Hearing — Required Before Substantive Work Begins

1. **Statutory Requirement:** The commission must hold at least one public hearing prior to the beginning of any substantive work on charter amendments.
2. **Recommended Timing:** August through October 2026 to allow public input before drafting begins.

C. Drafting Period — February 2026 through January 2027

1. The commission shall draft charter amendments, considering recommendations directed by the Town Council and any other items the commission deems desirable or necessary.
2. The commission must comment in its reports on each recommendation it has been directed to consider.

D. Second Public Hearing — After Draft Report Completed But Before Submission

1. **Statutory Requirement:** The commission must hold at least one public hearing after the draft report has been completed but not submitted to the Town Clerk.
2. **Recommended Timing:** Early January 2027, before January 30, 2027, draft report submission deadline.
3. After this hearing, the commission may amend the draft report.

E. Additional Public Hearings — As Deemed Necessary

1. The commission may hold such other public hearings as it deems necessary.

III. DRAFT REPORT SUBMISSION AND TOWN COUNCIL REVIEW PHASE

A. Draft Report Submission to Town Clerk — January 30, 2027

1. **Deadline:** January 30, 2027 (as specified by Town Council resolution).
2. The commission shall submit its draft report, including the proposed charter amendments, to the Town Clerk, who shall transmit the report to the Town Council.
3. The report must comment on each recommendation the commission has been directed to consider and on such other changes or items.

B. Town Council Public Hearings on Draft Report — Deadline: March 16, 2027

1. **Statutory Requirement:** The Town Council must hold at least one public hearing on the draft report and shall hold its last hearing not later than forty-five days after the submission of the draft report to the Town Clerk.
2. **Calculation:** January 30, 2027 + 45 days = March 16, 2027 (last public hearing deadline).

C. Town Council Recommendations to Commission — Deadline: March 31, 2027

1. **Statutory Requirement:** Not later than fifteen days after its last hearing, the Town Council shall make recommendations to the commission for such changes in the draft report as it deems desirable.
2. **Calculation:** March 16, 2027 (last hearing) + 15 days = March 31, 2027.
3. **Alternative — No Recommendations:** If the Town Council makes no recommendations for changes in the draft report to the commission within the fifteen-day period, the report of the commission shall be final and the Town Council shall act on the report.

IV. COMMISSION FINAL REPORT PHASE

A. Commission Consideration of Town Council Recommendations

1. If the Town Council makes recommendations, the commission shall confer with the Town Council concerning any such recommendations and may amend any provisions of the proposed charter amendments in accordance with such recommendations, or the commission may reject such recommendations.

B. Final Report Submission — Deadline: April 30, 2027

1. **Statutory Requirement:** The commission shall make its final report to the Town Council not later than thirty days after receiving recommendations.
2. **Calculation:** March 31, 2027 (recommendations received) + 30 days = April 30, 2027.
3. **If No Recommendations Made:** The draft report becomes the final report, and the Town Council shall act on it.

V. TOWN COUNCIL FINAL ACTION PHASE

A. Town Council Vote on Final Report — Deadline: May 15, 2027

1. **Statutory Requirement:** Not later than fifteen days after receiving the final report, the Town Council, by a majority vote of its entire membership, shall either approve the proposed charter amendments or reject the same or separate provisions thereof.
2. **Calculation:** April 30, 2027 (final report received) + 15 days = May 15, 2027.
3. **If Draft Report Is Final (No Recommendations):** Town Council votes within fifteen days after January 30, 2027, which would be February 14, 2027.

B. If Town Council Rejects Charter Amendments — Petition for Referendum

1. **Statutory Requirement:** Not later than forty-five days after a vote of the Town Council to reject, a petition for a referendum signed by not less than ten percent of the electors may be presented to the Town Council.
2. The petition must be filed and certified in accordance with the provisions of section 7-188.

VI. PUBLICATION AND REFERENDUM PHASE

A. Publication Requirement — Deadline: June 14, 2027

1. **Statutory Requirement:** Not later than thirty days after approval by the Town Council or the certification of a referendum petition, the proposed charter amendments must be published.
2. **Calculation (if Town Council approves on May 15, 2027):** May 15, 2027 + 30 days = June 14, 2027.
3. **Publication Options:**
    a. The proposed charter amendments shall be published in full at least once in a newspaper having a general circulation in the municipality, or
    b. The portion of the charter being amended shall be published at least once in a newspaper having a general circulation in the municipality with a notice that a complete copy of the charter and amendment is available in the Town Clerk's office and that a copy shall be mailed to any person who requests a copy.

B. Referendum

1. **Referendum Date Determination:** The Town Council shall, by a majority vote of its entire membership, determine whether the proposed charter amendments shall be submitted to the electors for approval or rejection at a regular election or at a special election.
2. **Statutory Deadline for Holding Referendum:** The referendum shall be held not later than fifteen months after either the approval by the Town Council or the certification of a petition for a referendum.
3. **Calculation (if Town Council approves on May 15, 2027):** May 15, 2027 + 15 months = August 15, 2028 (outer deadline for referendum).
4. **Referendum Timing Under General Law:** Unless otherwise provided by the town charter, a referendum may be held on such date as the Town Council shall determine or not earlier than the thirtieth day following the day upon which the Town Clerk, upon instruction from the Town Council, issues a warning by publishing a notice in a newspaper having a general circulation in the municipality.
5. **Warning/Notice:** The Town Clerk shall issue a warning for the referendum by publishing notice in a newspaper having general circulation in the municipality.
6. **Ballot Format:** The vote shall be taken by a "Yes" and "No" vote, with the designation "Shall (here insert the question or proposal, followed by a question mark)".
7. **Approval:** If a majority of the electors voting on the charter amendments vote in approval, the amendments shall, unless otherwise provided, take effect forthwith.

VII. COMMISSION TERMINATION

A. Commission Termination Upon Final Action

1. **Statutory Requirement:** The commission shall terminate upon acceptance or rejection of its final report by the Town Council.
2. **Timing:** After Town Council votes on final report (on or before May 15, 2027, or February 14, 2027, if no recommendations made) or after referendum (if applicable).

VIII. CONSOLIDATED TIMELINE FOR BLOOMFIELD

Milestone	Date/Deadline	Statutory Authority
Town Council Initiates Charter Revision	January 12, 2026 (completed)	Conn. Gen. Stat. § 7-188(b)
Commission Appointment	February 2, 2026 (completed)	Conn. Gen. Stat. § 7-190(a)
Initial Public Hearing (before substantive work)	August–October 2026 (recommended)	Conn. Gen. Stat. § 7-191(a)
Drafting Period	February 2026 – January 2027	
Public Hearing (after draft completed, before submission)	January 2027 (before January 30, 2027)	Conn. Gen. Stat. § 7-191(a)
Draft Report Submission to Town Clerk	**January 30, 2027**	Conn. Gen. Stat. § 7-190(b)
Town Council Last Public Hearing on Draft Report	No later than **March 16, 2027**	Conn. Gen. Stat. § 7-191(b)
Town Council Recommendations to Commission	No later than **March 31, 2027**	Conn. Gen. Stat. § 7-191(b)
Commission Final Report Submission	No later than **April 30, 2027**	Conn. Gen. Stat. § 7-191(c)
Town Council Final Vote on Charter Amendments	No later than **May 15, 2027**	Conn. Gen. Stat. § 7-191(d)
Publication of Charter Amendments	No later than **June 14, 2027**	Conn. Gen. Stat. § 7-191(d)
Referendum (if required)	Not later than **August 15, 2028**; not earlier than 30 days after warning issued	Conn. Gen. Stat. §§ 7-9c, 7-191(e)
Commission Terminates	Upon acceptance or rejection of final report	Conn. Gen. Stat. § 7-190(c)

IX. ALTERNATIVE TIMELINE IF TOWN COUNCIL MAKES NO RECOMMENDATIONS

If the Town Council makes no recommendations for changes in the draft report within fifteen days after its last hearing (by March 31, 2027), the draft report becomes the final report.

Milestone	Date/Deadline
Draft Report Submission to Town Clerk	January 30, 2027
Town Council Last Public Hearing	No later than March 16, 2027
Town Council Deadline for Recommendations (if any)	No later than March 31, 2027
Draft Report Becomes Final Report (if no recommendations)	March 31, 2027
Town Council Final Vote	No later than April 15, 2027 (15 days after March 31, 2027)
Publication of Charter Amendments	No later than May 15, 2027 (30 days after April 15, 2027)
Referendum (if required)	Not later than July 15, 2028 (15 months after April 15, 2027)

XI. CRITICAL UPCOMING DEADLINES FOR BLOOMFIELD CHARTER REVISION COMMISSION

As of August 6, 2026, the commission is in the active drafting phase. Key upcoming milestones include:

1. **Public Hearing (after draft completed, before submission):** Must be held before January 30, 2027.
2. **Draft Report Submission: January 30, 2027** (fixed deadline set by Town Council).
3. **Town Council Public Hearings:** Must conclude by **March 16, 2027**.
4. **Town Council Recommendations (if any):** Must be transmitted by **March 31, 2027**.

5. **Commission Final Report (if recommendations made):** Due by **April 30, 2027**.
6. **Town Council Final Vote:** By **May 15, 2027** (or earlier if no recommendations made).