

SHELTON PLANNING AND ZONING COMMISSION
FOI WORKSHOP MINUTES
Tuesday, January 14, 2020
Shelton City Hall Auditorium
54 Hill Street, Shelton, CT 06484

PZC Commissioners Present: Virginia Harger, Chairman
Anthony Pogoda, Vice-Chairman (via telephone)
Elaine Matto, Secretary
Jimmy Tickey
Charles Kelly
Mark Widomski
Peter Laskos, Alternate
John Uysal, Alternate

Excused: Kenneth Nappi, Provisional Planning and
Zoning Administrator
Anthony Panico, Consultant

Also Present: Attorney Francis Teodosio, Corporation Counsel
Alexander Rossetti, PZC Assistant
Josh O'Neill, PZC Assistant
Sarah Vournazos, Recording Secretary

Tapes, correspondences, and attachments are on file in the City/Town Clerk's office and the Planning and Zoning office. Minutes are on the City of Shelton website: www.cityofshelton.org.

I. Call to Order

Comm. Harger called the meeting to order at 6:00 p.m.

II. Pledge of Allegiance

All those who were present rose and recited the Pledge of Allegiance.

III. Roll Call

Comm. Harger identified members present.

IV. FOI Workshop – Mr. Thomas A. Hennick (Public Education Officer)

Attorney Francis Teodosio identified himself and introduced Mr. Hennick. Mr. Hennick identified himself and mentioned he has worked for the Freedom of Information Commission for 20 years. He noted that he has served on his town board for 12 years and he was a journalist before working for the FOI Commission.

Mr. Hennick indicated that the Freedom of Information Act is 45 years old and was formed under Ella Grasso, a former Governor of Connecticut. He stated that the FOI Act

Thomas A. Hennick
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is about access to public meetings and public records. He then read the definition of a *meeting* which means, "any hearing or other proceeding of a public agency, any convening or assembly of a quorum of a multimember public agency, and any communication by or to a quorum of a multimember public agency, whether in person or by means of electronic equipment, to discuss or act upon a matter over which the public agency has supervision, control, jurisdiction or advisory power." He noted there are three types of meetings: regular meeting, special meeting and emergency meeting and he reiterated that a meeting needs to be properly noticed, open to the public and that there are minutes about the meeting.

Mr. Hennick reminded the Commissioners that an executive session, which is a meeting that the public is excluded, is also "part of a publicly noticed open meeting." He indicated that there are five reasons to hold an executive session which are: 1) personnel matter, 2) pending litigation/claims matter, 3) security matter, 4) property transactions and 5) documents that are exempt for disclosure.

Mr. Hennick said, "when you create a record, in the conduct of Shelton's business, any record, anytime, anywhere, any place, it's defined as a public record." It is any recorded data or information relating to the conduct of the public's business to which one is entitled to receive a copy. He then distributed a small brochure, "Highlights of the Connecticut Freedom of Information Act" to the Commissioners. (see attached).

VIII. Adjournment

Motion made by Comm. Widomski, seconded by Comm. Kelly, to adjourn at 7:00 p.m. On a voice vote, the PZC unanimously voted to approve the motion.

Respectfully submitted,

Sarah Vournazos,