



# RTM RULES & ORDINANCES COMMITTEE

## Town of Branford

Adrian Bonenberger, Dan Adelman, Susan Dahill, Ray Ingraham, Peter Black, Trish Anderson  
Peter Hentschel, Chair

### SCHEDULED MEETING

May 21, 2024, 7:00 PM

Meeting will be held via Zoom

<https://us02web.zoom.us/j/81607602647?pwd=SzQvRi9xZFILOVEWTZhNDNEbDVoZDZ09>

Meeting ID: 816 0760 2647 - Passcode: 265422 - Phone: 646 558 8656

Wesley  
BRANFORD TOWN CLERK

2024 MAY -9 P 2:44

RECEIVED

1. Call to Order - Roll Call
2. Approval of Meeting Minutes
3. To consider, and if appropriate, recommend the establishment of a Branford Harbor Management Commission as requested by the First Selectman.
  - a. Report from the working group established to research the issues.
  - b. *Note to the Public – The public is welcome to attend this meeting and make comments on this topic; however, there will be future meetings of the Rules & Ordinances Committee specifically focused on a public discussion of the possible ordinance, and a request for public input will be specifically noticed on that agenda.*
4. To consider, and if appropriate, recommend the establishment of a Town Ordinance to regulate short-term rentals in Branford.
  - a. Report from the working group established to research the issues.
  - b. *Note to the Public – The public is welcome to attend this meeting and make comments on this topic; however, there will be future meetings of the Rules & Ordinances Committee specifically focused on a public discussion of the possible ordinance, and a request for public input will be specifically noticed on that agenda. Additionally, the working group will be publishing a public survey to collect public concerns regarding the impact of short term rentals in Branford.*
5. To consider, and if appropriate, establish a Town Ordinance changing the position of Town Clerk from an elected position to an appointed position as requested by the First Selectman.
  - a. Establish a working group to research this topic and make recommendations to the R&O Committee for consideration.
6. Other Business
7. Adjourn

Respectfully Submitted  
Peter Hentschel  
Chair, RTM Rules & Ordinances Committee

# BOARD OF SELECTMEN

BRANFORD, CONNECTICUT

JAMES B. COSGROVE  
*First Selectman*

RAYMOND E. DUNBAR, JR.  
ANGELA M. HIGGINS



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Date: April 10, 2024  
To: Maryanne Amore, RTM Moderator  
From: James Cosgrove, First Selectman  
Re: Town Clerk

Moderator Amore,

I respectfully request the Representative Town Meeting (RTM) consider moving the position of Town Clerk from elected to an appointed position. As you may recall, the RTM made such change with the position of Tax Collector. The rationale for the modification was to mitigate the risk of instability, and loss of institutional knowledge, that may occur due to a biennial election. Similar to the Office of Tax Collector, the Office of Town Clerk is responsible for processing and documenting transactions in accordance with state statutes. For this reason, I believe it is in the best interest of the town of Branford, to appoint a Town Clerk based on knowledge and experience.

I thank you in advance of your consideration, and look forward to addressing this request through the committee process.

Sincerely,

A handwritten signature in black ink, appearing to read "J. B. Cosgrove", written over a horizontal line.

James B. Cosgrove

Cc: Rep. Frank Twohill, RTM Clerk  
Lisa Arpin, Town Clerk  
Rep. Tracy Everson  
Rep. Victoria Verderame