

FREEDOM OF INFORMATION COMMISSION
OF THE STATE OF CONNECTICUT

In the Matter of a Complaint by

FINAL DECISION

Dr. Laura Triano,

Complainant

against

Docket #FIC 2025-0108

Chair, Public Works Committee, Town of
Southington; Public Works Committee,
Town of Southington; and Town of
Southington,

Respondents

February 11, 2026

The above-captioned matter was heard as a contested case on June 20, 2025, at which time the complainant and the respondents¹ appeared and presented testimony, exhibits and argument on the complaint.

After consideration of the entire record, the following facts are found and conclusions of law are reached:

1. The respondents are public agencies within the meaning of §1-200(1), G.S.
2. It is found that on February 13, 2025, the complainant requested from the respondents “any and all emails, notes, and documents used to prepare minutes of the Town of Southington Public Works Committee meeting held on 2/5/2025.”²
3. It is found that on February 18, 2025, the respondents informed the complainant that they did not maintain any records responsive to her request.

¹ This matter was docketed against “Chair, Public Works Committee; Public Works Committee; and Town of Southington.” This is inconsistent with the Commission’s docketing practices. The caption is amended to conform to the Commission’s standard docketing practices, and the respondents shall be captioned as “Chair, Public Works Committee, Town of Southington; Public Works Committee, Town of Southington; and Town of Southington.”

² The complainant had originally requested the audio recording of the Town of Southington Public Works Committee described in paragraph 2, above. Upon being informed that no such audio recording existed, the complainant requested the records described in paragraph 2, above.

4. By complaint received and filed on February 18, 2025, the complainant appealed to this Commission alleging that the respondents violated the Freedom of Information (“FOI”) Act by failing to provide all records responsive to her request described in paragraph 2, above.³

5. Section 1-200(5), G.S., provides:

“[p]ublic records or files” means any recorded data or information relating to the conduct of the public’s business prepared, owned, used, received or retained by a public agency, or to which a public agency is entitled to receive a copy by law or contract under section 1-218, whether such data or information be handwritten, typed, tape-recorded, videotaped, printed, photostated, photographed or recorded by any other method.

6. Section 1-210(a), G.S., provides in relevant part that:

[e]xcept as otherwise provided by any federal law or state statute, all records maintained or kept on file by any public agency, whether or not such records are required by any law or by any rule or regulation, shall be public records and every person shall have the right to (1) inspect such records promptly during regular office or business hours, (2) copy such records in accordance with subsection (g) of section 1-212, or (3) receive a copy of such records in accordance with section 1-212.

7. Section 1-212(a), G.S., provides in relevant part that “[a]ny person applying in writing shall receive, promptly upon request, a plain, facsimile, electronic or certified copy of any public record.”

8. It is concluded, therefore, that the records described in paragraph 2, above, to the extent they exist and are maintained by the respondents, are public records within the meaning of §§1-200(5) and 1-210(a), G.S.

9. It is found that the respondent Town of Southington Public Works Committee (“PWC”) held a meeting on February 5, 2025.

³ In her complaint, the complainant also referenced her original request for the audio recording of the Public Works Committee meeting. At the June 20, 2025 hearing on this matter, both parties appeared to acknowledge that there was no audio recording of the February 5, 2025 meeting of the Public Works Committee. To the extent the complainant continues to allege that the respondents violated the FOI Act, by failing to disclose such recording, it is found that the respondents did not maintain a copy of such recording at the time of her request described in paragraph 2, above.

10. It is found that the minutes for the respondent PWC's February 5, 2025 meeting were drafted by the interim Town Engineer⁴ for the Town of Southington, who was in attendance for such meeting.

11. It is found that the interim Town Engineer drafted the minutes for the February 5, 2025 PWC meeting based on his observations of what occurred at such meeting. It is found that the interim Town Engineer drafted such minutes during the meeting or shortly thereafter.

12. It is found that during the February 5, 2025 meeting, the interim Town Engineer marked up the meeting agenda to indicate who made or seconded motions, as well as who spoke during public comment. It is found, however, that the interim Town Engineer did not retain the marked up copy of the agenda after drafting the meeting minutes.

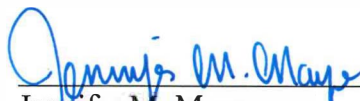
13. It is found that the interim Town Engineer did not make any other notes or recordings of the February 5, 2025 PWC meeting.

14. Accordingly, it is concluded that the respondents did not violate the disclosure provisions of §§1-210(a) and 1-212(a), G.S., as they maintained no records responsive to the complainant's request, described in paragraph 2, above.

The following order is hereby recommended on the basis of the record concerning the above-captioned complaint.

1. The complaint is dismissed.

Approved by Order of the Freedom of Information Commission at its regular meeting of February 11, 2026.



Jennifer M. Mayo
Acting Clerk of the Commission

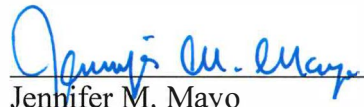
⁴The respondents filed an Affidavit of James Grappone, dated June 25, 2025. Such affidavit is marked as Respondents' Exhibit 1 (After-Filed). James Grappone was the interim Town Engineer who created the meeting minutes for the February 5, 2025 meeting described in paragraph 10, above.

PURSUANT TO SECTION 4-180(c), G.S., THE FOLLOWING ARE THE NAMES OF EACH PARTY AND THE MOST RECENT MAILING ADDRESS, PROVIDED TO THE FREEDOM OF INFORMATION COMMISSION, OF THE PARTIES OR THEIR AUTHORIZED REPRESENTATIVE.

THE PARTIES TO THIS CONTESTED CASE ARE:

DR. LAURA TRIANO, 61 Russell Road, Milldale, CT 06467-0167

CHAIR, PUBLIC WORKS COMMITTEE, TOWN OF SOUTHINGTON; PUBLIC WORKS COMMITTEE, TOWN OF SOUTHINGTON; AND TOWN OF SOUTHINGTON, c/o Attorney Louis J. Martocchio, Martocchio & Oliveira, LLC, 191 Main Street, Southington, CT 06489



Jennifer M. Mayo
Acting Clerk of the Commission