

FREEDOM OF INFORMATION COMMISSION
OF THE STATE OF CONNECTICUT

In the Matter of a Complaint by Anthony Amato, Complainant)	Report of Hearing Officer
)	
against)	Docket #FIC77-128
)	
City and Town of West Haven, Parks and Recreation Commission and Chairman of the Parks and Recreation Commission of the City and Town of West Haven,)	July 21, 1977
Respondents)	

The above captioned matter was heard as a contested case on July 19, 1977, at which time the complainant and the respondents appeared, stipulated to certain facts and presented arguments on the complaint.

After consideration of the entire record, the following facts are found:

1. The respondents are public agencies as defined by §1-18a (a), G.S.
2. On June 21, 1977, the complainant herein requested the minutes to the meeting of the respondent commission held on May 23, 1977.
3. At that time, the complainant was told by the respondents that no such document was recorded.
4. The matter was then brought to the Commission by letter of complaint from the complainant filed on June 27, 1977.
5. At the hearing herein, the respondents admitted that the minutes of its meeting of May 23, 1977 were not recorded and made available for public inspection as required by §1-21, G.S.

The following order by the Commission is hereby recommended on the basis of the record concerning the above captioned complaint:

1. Henceforth, the respondent commission shall record minutes of its meetings, which minutes shall be made available for public inspection within seven days of the session to which they refer, as required by §1-21, G.S.

2. The respondent Commission is advised that §1-21, G.S. also requires that the votes of each of its members upon any issue before it at one of its meetings, must be reduced to writing and made available for public inspection within forty-eight hours, excluding any Saturday, Sunday or legal holiday, of the session to which they refer.

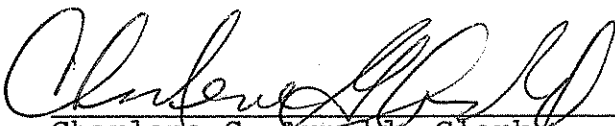
3. The respondents must also strictly adhere to the notice required provided under §1-21, G.S.



Commissioner Judith Lahey

as Hearing Officer

Approved by order of the Freedom of Information Commission on August 10, 1977.



Charlene G. Arnold, Clerk
Freedom of Information Commission