

**Town of South Bethany**  
**South Bethany Charter and Code Committee (SBCCC) Meeting Minutes**  
**June 20, 2024, 10:00 am**

**SBCC Members Present**

Tim Shaw (Chair)

Tom Barletta

Chris Bonschbach (By Zoom)

Eric Compton

Deb Piper

**SBCC Members Not Present**

Carl Bittenbender

Steve Chantler

**Other Attendees**

None

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- 1. Call meeting to order.** The meeting was called to order at 10:00 am by Chairman Shaw.
  - 2. Appointment of Secretary:** The Chair confirmed the appointment of Tom Barletta as Secretary for the Committee.
  - 3. Meeting Schedule:** The Chair indicated that the Committee was required to have a minimum of four meetings during the 2024-2025 Committee year. After discussion, the Committee set the following dates for its next three meetings: September 19, 2024, at 10:00 am; December 5, 2024, at 10:00 am; and March 13, 2025, at 10:00 am. The Chair noted that additional meetings could be called if and as needed.
  - 4. Review and Approval of Minutes.** A motion to approve the Minutes of the Committee's February 22, 2024, meeting was made and seconded. The Minutes were unanimously approved by the Committee. (Chairman Shaw and Members Eric Compton and Deb Piper abstained as they were not members of the Committee in February 2024.)

- 5. Code Modernization Project.** Chairman Shaw briefed the Committee on an ongoing Code modernization project being conducted for the Town by General Code. The Project objectives include updating the Code to comply with various Federal and State requirements and identifying and addressing internal inconsistencies and duplications in the current Town Code. The Chair indicated that Project should be completed by the end of July and is expected to propose changes to approximately 80 sections of the current Code. The Chair noted that he is currently reviewing proposed changes to four sections of the Code relating police matters and anticipates sharing his mark-up of those sections with the Committee. He also anticipates the Committee will likely be asked to review all the proposed changes to the Code once the Project is completed and expects the Committee to discuss them at its September meeting.
- 6. Changes to South Bethany Committee Guidelines.** Chairman Shaw noted that South Bethany Committee Guidelines have been revised to set forth requirements and processes for Grant applications and identification of “Large Projects” (\$50,000 or more). The Chair said he did not think those revisions are likely to affect the Charter & Code Committee as it does not typically seek grants or identify large projects.
- 7. Public Comment:** No members of the public were present and there was no public comment.
- 8. Adjournment.** At 10:25 am by Chairman Shaw.