

Draft Minutes
Expectations Subcommittee on Criminal/Motor Vehicle Matters

Room 133
225 Spring Street
Wethersfield, CT 06109

March 5, 2009
2:00 p.m.

Those in attendance: Atty. Peter McShane, Hon. Robin Pavia (chair), Hon. Richard Rittenband, Atty. Roy Smith, Jr., and Hon. Mark Taylor.

The meeting was called to order at 2:20 PM.

The subcommittee was updated on the meeting that had taken place with the chairs of the subcommittees and the co-chairs of the Expectations Committee. Although the title of the subcommittee is Criminal/Motor Vehicle, the subcommittee will focus on drafting material to assist the public in connection with motor vehicle matters at this time.

1. Approval of minutes – The minutes of the subcommittee meeting on January 27, 2009 were approved unanimously.
2. Review of Draft Materials: The subcommittee decided to focus on incorporating into a tri-fold brochure the information that each of the members had drafted in the areas of motor vehicle infractions. Subcommittee members had prepared drafts of an advisement of rights, procedures before coming to court, procedures at the court, appellate (trial de novo) procedures, and payment procedures. In addition, the subcommittee decided to incorporate portions of the existing information on traffic violations from the website (i.e., frequently asked questions) and to reference specifically the address on the website in the brochure. The brochure will also include a disclaimer statement: the materials are not a substitute for legal counsel and further information can be obtained from an attorney or the clerk's office.

Discussion ensued on various aspects of the motor vehicle/infraction process and what information should be included in the brochure. Some matters discussed included the fines involved, the meaning of the words infraction and violation, the impact of infractions on the status of a person's license, the costs associated with an infraction, methods of payment of fines and fees, whether to include information on children in the court, the meeting with the state's attorney, the scheduling of a hearing, and the appeals process. The subcommittee went over the information provided and revised the brochure so that it would be both general enough for use statewide, but specific enough to provide helpful information.

3. Revisions to the brochure will be made and circulated by email and interdepartmental mail to members of the subcommittee, and any comments will also be circulated. The final subcommittee report will include the revised brochure.
4. Future meetings – Once the brochure is circulated, the subcommittee will determine whether another meeting is necessary.

The meeting adjourned at 4:00 PM.