



STATE OF CONNECTICUT
OFFICE OF THE
PROBATE COURT ADMINISTRATOR

186 NEWINGTON ROAD
WEST HARTFORD, CT 06110

BEVERLY K. STREIT-KEFALAS
Probate Court Administrator

HEATHER L. DOSTALER
Chief Counsel

ERIC H. ROTHAUER
Attorney

TEL (860) 231-2442
FAX (860) 231-1055
ctprobate.gov

Regular Meeting of the
Procedure Review Committee

September 9, 2024

9:00 a.m.

Office of the Probate Court Administrator
186 Newington Rd.
West Hartford, CT 06110

Present: Hon. Jennifer Berkenstock, Region #14, Chair; Hon. Kathleen Maxham, Fairfield; Hon. Robert Randich, Newington; Hon. David Shepard, Simsbury; Gale Pellegren, Chief Clerk, Torrington Area; Mary-Beth Luzzi, Chief Clerk, East Haven-North Haven; Sharon Faulk, Clerk, Tobacco Valley; Attorney Eric Rothauer and Melissa Gordon of the Office of the Probate Court Administrator.

Call to order: The Chair called the meeting to order at 9:03 a.m.

Approval of the minutes of the March 4, 2024 meeting: Minutes of the March 4, 2024 meeting were approved upon motion by Judge Maxham, seconded by Judge Shepard.

Old Business: None.

New Business: The committee reviewed, discussed, and acted on revised forms.

The next meeting of the Procedures Review Committee is scheduled for December 2, 2024 beginning at 9:00 a.m. at the Office of the Probate Administrator.

Adjournment: A motion was made to adjourn by Judge Randich, seconded by Judge Shepard. After vote, the meeting was adjourned at 11:03 a.m.

Respectfully submitted,

Gale Pellegren, Chief Clerk
Torrington Area Probate Court