



CONNECTICUT PROBATE ASSEMBLY

Regular Meeting of the
Procedure Review Committee

March 3, 2025

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. Robert Randich, Newington; Hon. David Shepard, Simsbury; Hon. Mark DeGennaro, West Haven; Hon. Gabrielle Labonte, Northeast; Gale Pellegren, Chief Clerk, Torrington Area; Mary-Beth Luzzi, Chief Clerk, East Haven-North Haven; Karen M. Parzych, Chief Clerk, Madison-Guilford; Susan Meagher, Chief Clerk, Berlin; Louis Taylor, Chief Clerk, Tobacco Valley; Attorney Eric Rothausser, Melissa Gordon, and Stephanie Duncan of the Office of the Probate Court Administrator.

Call to order: The Chair called the meeting to order at 9:00 a.m.

Minutes of the December 2, 2024 meeting were approved upon motion by Judge Randich, seconded by Judge Labonte.

Old Business: None.

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

The next meeting of the Procedures Review Committee will be on June 2, 2025 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 DeGennaro. After vote, the meeting was adjourned at 11:09 a.m.

Respectfully submitted,

Gale Pellegren, Chief Clerk
Torrington Area Probate Court