



General Assembly
February Session, 2006

Raised Bill No. 489
LCO No. 2561



Referred to Committee on **GOVERNMENT ADMINISTRATION & ELECTIONS**

Introduced by:
(GAE)

AN ACT CONCERNING THE RETENTION AND DISCLOSURE OF THE RECORDS OF CERTAIN PUBLIC AGENCIES.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

1 Section 1. Section 11-8a of the general statutes is repealed and the
2 following is substituted in lieu thereof (*Effective from passage*):

3 (a) The State Librarian shall, in the performance of his duties
4 pursuant to section 11-8, consult with the Attorney General, the
5 Probate Court Administrator and the chief executive officers of the
6 Connecticut Town Clerks Association and the Municipal Finance
7 Officers Association of Connecticut, or their duly appointed
8 representatives.

9 (b) The State Librarian may require each such state agency, or each
10 political subdivision of the state, including each probate district,
11 municipal corporation, authority, implementing agency, as defined in
12 section 32-222 of the general statutes, regional district or other district
13 to inventory all books, records, papers and documents under its
14 jurisdiction and to submit to him for approval retention schedules for
15 all such books, records, papers and documents, or he may undertake

16 such inventories and establish such retention schedules, based on the
17 administrative need of retaining such books, records, papers and
18 documents within agency offices or in suitable records centers. Each
19 agency head, and each local official concerned, shall notify the State
20 Librarian of any changes in the administrative requirements for the
21 retention of any book, record, paper or document subsequent to the
22 approval of retention schedules by the State Librarian.

23 (c) If the Public Records Administrator and the State Archivist
24 determine that certain books, records, papers and documents which
25 have no further administrative, fiscal or legal usefulness are of
26 historical value to the state, the State Librarian shall direct that they be
27 transferred to the State Library. If the State Librarian determines that
28 such books, records, papers and documents are of no administrative,
29 fiscal, or legal value, and the Public Records Administrator and State
30 Archivist determine that they are of no historical value to the state, the
31 State Librarian shall approve their disposal, whereupon the head of the
32 state agency or political subdivision shall dispose of them as directed
33 by the State Librarian.

34 (d) The State Librarian may establish and carry out a program of
35 inventorying, repairing and microcopying for the security of those
36 records of political subdivisions of the state which he determines to
37 have permanent value; and he may provide safe storage for the
38 security of such microcopies of such records.

39 (e) The State Library Board may transfer any of the books, records,
40 documents, papers, files and reports turned over to the State Librarian
41 pursuant to the provisions of this section and section 11-4c. The State
42 Library Board shall have sole authority to authorize any such transfers.
43 The State Library Board shall adopt regulations pursuant to chapter 54
44 to carry out the provisions of this subsection.

45 (f) Each state agency shall cooperate with the State Librarian to
46 carry out the provisions of this section and shall designate an agency
47 employee to serve as the records management liaison officer for this

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48 purpose.

This act shall take effect as follows and shall amend the following sections:		
Section 1	<i>from passage</i>	11-8a

Statement of Purpose:

To require the documents of certain municipal entities, such as redevelopment authorities, to be retained.

[Proposed deletions are enclosed in brackets. Proposed additions are indicated by underline, except that when the entire text of a bill or resolution or a section of a bill or resolution is new, it is not underlined.]