

**Your
Guide
To The
Connecticut
Legislative
Process**

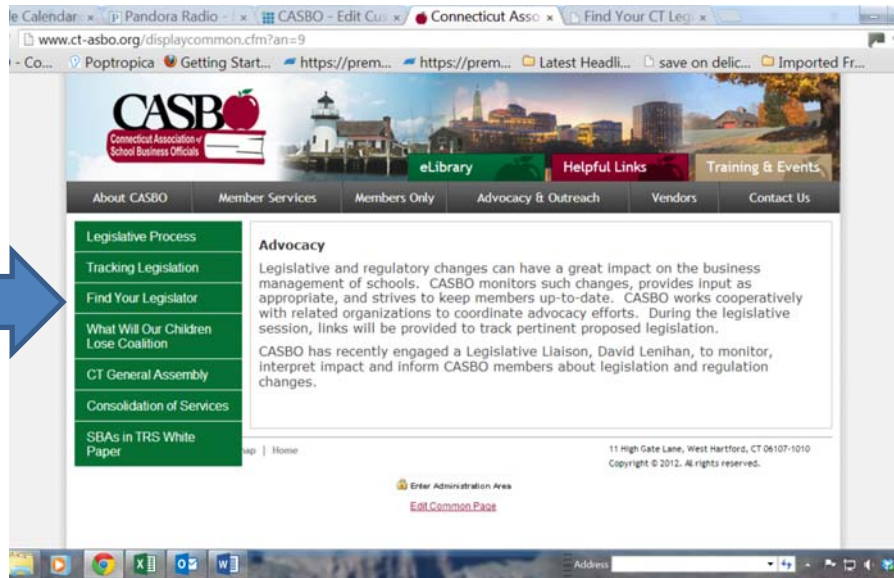
As compiled by CASBO

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How to Find Your Legislator

Click on
Find Your
Legislator



You will be brought to this page to
enter your address

The screenshot shows the 'Find Your Legislator' form on the Connecticut General Assembly website. The form includes dropdown menus for 'Town' (set to West Hartford) and 'Street Name' (set to High Gate Lane), and a text input field for 'Number'. A blue arrow points from the 'SUBMIT' button to the next step.

Connecticut General Assembly
Find Your Legislator

Town
West Hartford

Street Name
High Gate Lane

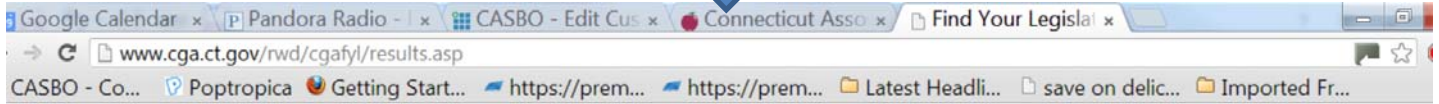
Number

SUBMIT

© Connecticut General Assembly

Enter
address and
click Submit

You will be brought to this page listing of your legislators.



Connecticut General Assembly Find Your Legislator

Click here to
go to his/her
website.

Results

11 High Gate Lane
West Hartford

Click here to
send an email

Name (Web)	Title (Contact)	Party	Bills
Brian Becker	State Representative, District 019	Democrat	15 Bills
Beth Bye	State Senator, District S05	Democrat	45 Bills
Richard Blumenthal	US Senator	Democrat	
Christopher Murphy	US Senator	Democrat	
John B. Larson	US Congressman, 1st District	Democrat	

← FIND YOUR LEGISLATOR

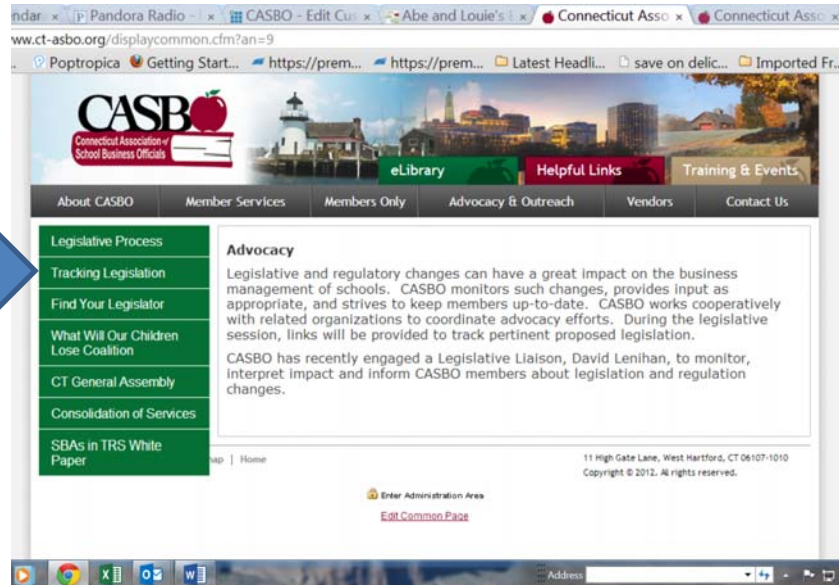
Click here to view bills
introduced by him/her.

www.cga.ct.gov/default.asp



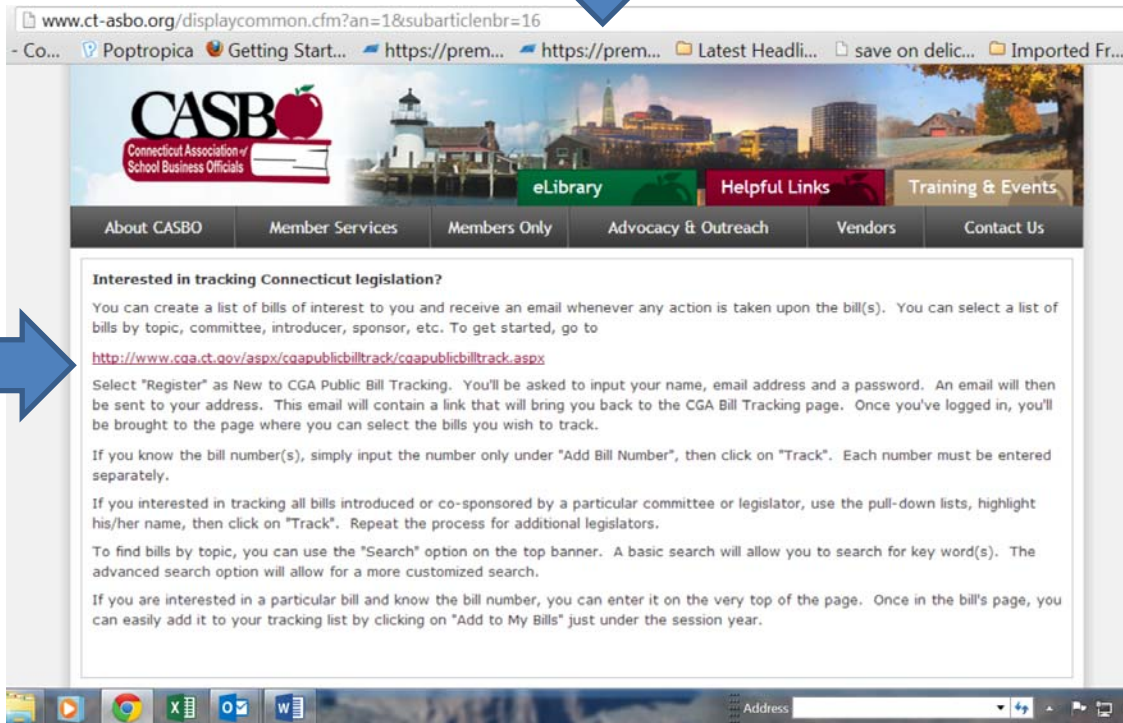
How to Track Bills throughout the Session

Click on
Tracking
Legislation



You will be brought to this page.

Please read
instructions
and then click
on link.



How A Bill Becomes A Law In Connecticut



The Proposed Bill



➡ Bill is sent to the clerk of the House of the sponsoring legislator for numbering.



➡ Bill title, number and sponsors are printed in the House and Senate Journals.



➡ Bill is sent to the appropriate joint standing committee of the General Assembly, depending on the bill's subject matter.



Bill requiring action by another committee, e.g. a bill requiring expenditure is referred to the Appropriations Committee.



⬅ Committee may report the bill favorably, defeat the bill or issue no report (the bill fails).



⬅ Committee holds public hearings for the public, state agency representatives and legislators on all bills it wishes to consider.



⬅ Committee may:
1. have the bill drafted in legal language;
2. combine it with other bills and have it drafted as a committee bill;
3. refer the bill to another committee; or
4. take no action, so the bill fails.
The committee may also write a new "raised" committee bill.



After leaving the last committee, the bill is sent to the Legislative Commissioners' Office to be checked for constitutionality and consistency with other law.



➡ The Office of Fiscal Analysis adds an estimate of the bill's cost.



➡ The Office of Legislative Research adds a "plain English" explanation of the bill.



➡ Clerk assigns the bill a calendar number.



Final printing of bill.



⬅ Other house votes on the bill.



⬅ A "yes" vote sends the bill to the other house for placement on calendar.



⬅ Vote on bill.



Debate and amendments in the house of origin. House may send the bill to another committee before voting.



➡ Bill returned to first house for concurrence if amended by second house. If not amended, bill is sent to the governor. If House and Senate cannot agree, the bill is sent to a joint conference committee.



➡ If the conference committee reaches agreement, a report is sent to both houses.



➡ If one or both houses reject the changes, the bill fails.



The bill becomes law if:
1. the governor signs it;
2. the governor fails to sign within 5 days during the legislative session or 15 days after adjournment;
3. the vetoed bill is repassed in each house by a 2/3 vote of the elected membership.



⬅ Vetoed bill can be reconsidered by both houses.



⬅ If governor vetoes, the bill is returned to the house in which it originated.



⬅ If both houses pass the bill, it is sent to the governor. The governor can
1. sign the bill.
2. veto it, or
3. take no action.



CONNECTICUT GENERAL ASSEMBLY

Office of the House Clerk

MEMBERS | PUBLICATIONS | PROCESS | STAFF | GALLERY | SEARCH | LINKS

Enactment of Bills

Prior to the opening of the odd-year session and for a limited time thereafter (as specified in the joint rules), members and members-elect of the General Assembly may file proposed bills and resolutions in the house in which they serve. In even-year sessions, individual legislators may introduce only those proposed bills and resolutions that are of a fiscal nature. Standing committees may introduce bills on any topic in any regular session of the General Assembly.

Proposed bills are not written in full statutory language. Rather, they state briefly (usually in a single paragraph), the substance of the proposed legislation in informal, non-statutory language. Only a committee may introduce bills written in formal statutory language. Proposed bills may be jointly sponsored by Senators and Representatives, and any member may co-sponsor a proposed bill originating in either house by requesting the Clerk to add his name to the list of sponsors.

The member presents the proposed bill to the Clerk of the House or Senate who assigns it a number. First reading of a proposed bill or resolution is by title and reference to a committee or by acceptance by the house of a printed list, distributed to the members, of the bills and resolutions with their numbers, sponsors, and titles, and the committees to that they have been referred. It is then recorded in the Journal by number and title, with a brief statement of purpose, and is sent to the other house for concurrent reference.

The committee separates the proposed bills referred to it into subject categories and, after providing legislators with time to express their views on these proposed bills, prepares fully drafted bills on those subjects on which it feels bills should be drafted. These become "committee" bills drafted in formal statutory language. A committee may also choose to draft a bill on a wholly new subject. Such bills are called "raised" bills. Committee bills and raised bills are also sent to both houses for a first reading, and then referred to their original committee for consideration.

Public Hearing

The staff of the committee to which the bill is assigned sends notice of the date

and place of a public hearing to the member who introduced any proposed bill upon which the committee bill that is being heard is based. Upon request, such notices are also provided to other interested persons. Hearing notices are also published in the Bulletin.

Committee Action

After the public hearing, the committee meets to decide upon its action on the bill. Notice of such meeting is published in the Bulletin and all meetings are open to the public. The committee has several options: (1) A "favorable" report which indicates that a majority of the committee favors the bill and recommends its passage; (2) a "favorable substitute," that is a bill amended by the committee before it is favorably reported; (3) a vote to reject, or to "box," the bill; (4) an "unfavorable" report, which indicates that a majority of the committee opposes the bill and recommends its rejection. A committee may also vote a "change of reference" or a "favorable change of reference" to another committee. As the General Assembly seldom accepts or rejects a bill contrary to a committee's recommendation, it is important for any member interested in its passage or rejection to secure substantial backing and to present convincing arguments on the matter to the committee. The rules permit the members of a committee from each house to act separately in reporting bills to their respective houses. Such a provision may be necessary when the House is controlled by one party and the Senate by another.

The Bill in the House and Senate

Upon a favorable vote, the bill must be first reviewed by the Legislative Commissioners' Office and approved by a Legislative Commissioner before being sent to the house in which it was introduced. The Legislative Commissioners then deliver the bill to the Clerk of the House or Senate, as the case may be, who, under the order of business, "Reports of Committees," presents the report to the particular house. Without discussion, the bill is read the second time (by title only) and laid on the table. Each favorably reported bill is printed and receives a file number distinct from the original bill number. No further action on the bill can be taken until the second day succeeding the day on which it is placed in the files which are provided for the purpose on the desk of each member. Bills are placed on the Calendar by title, file number, and bill number in the order in which they are received from committee. Bills that are ready for action (that is, which have been in the files of the members for two days) are marked with an "XX" on the Calendar. They are taken up in the order in which they appear on the Calendar. The third and final reading of the bill is ordinarily by title only, but any member may request that it be read in full. Following the reading of the bill, a member of the committee that reported it explains the committee's reasons for so doing, and a general debate on the bill is in order. There may be a consent calendar on which bills, designated by the majority and minority leaders of the house in which they are pending, may be placed and passed on motion without debate. Any member may move for

removal of a bill from the consent calendar and, when so removed, the bill is considered on the regular calendar.

Amendments must be in typewritten form and may be offered by members at any time prior to final passage. They are prepared in the Legislative Commissioners' Office at the request of a member. If a bill is amended on third reading, other than to correct clerical errors or mistakes as to forms or dates, a Legislative Commissioner must approve the amendment. The bill, as amended, must be reprinted and returned in its new form to the members' files before it can be passed.

Passage and Engrossment

After a bill has passed on the third reading, it is held for one day for a motion to reconsider, which can only be made by a member on the prevailing side of the vote. If not reconsidered, the bill is transmitted to the other house. If the other house amends the bill, it comes back to the first house for concurrence in the amendments. If the amendments are not concurred in, a conference committee may be appointed to resolve the differences. When passed by both houses, the bill is delivered to the Legislative Commissioners' Office for engrossing and supervision of printing in its final form. A Legislative Commissioner, the Clerk of the Senate and the Clerk of the House then signs the engrossed bill, and the bill is transmitted by the Clerks to the Secretary of the State who presents it to the Governor for his approval or veto.

Action by the Governor

If the Governor receives the bill while the legislature is in session, he has five calendar days, exclusive of Sundays and holidays, in which to sign it or return it to the house in which it originated with a statement of his objections. In the latter case, the bill may be reconsidered and, if passed by at least two-thirds of the members of each house of the General Assembly, it becomes law. If the Governor does not sign or veto the bill within five calendar days after the same has been presented to him, Sundays and holidays excepted, it automatically becomes law unless the General Assembly has adjourned the regular or special session. If the regular or special session has adjourned, the bill becomes law unless the Governor, within fifteen calendar days after it has been presented to him, transmits it to the Secretary of the State with his objections. In such case, the bill does not become law unless it is reconsidered and re-passed by the General Assembly by at least two-thirds of the members of each house of the General Assembly at the time of its reconvening, for its constitutionally mandated session, to reconsider such vetoes. Veto Session If the Governor vetoes any bill or bills after the General Assembly has adjourned, the Secretary of the State must reconvene the General Assembly on the second Monday after the last day on which the Governor is either authorized to transmit or has transmitted every bill to the Secretary with his objections (Section 15 of Article IV of the State Constitution), provided if such Monday falls on a legal holiday the General Assembly is reconvened on the next following day. The reconvened

session is for the sole purpose of reconsidering and, if the General Assembly so desires, re-passing such bills. The General Assembly must adjourn sine die not later than three days following its reconvening.

TRANSCRIPTS OF PROCEEDINGS

A verbatim typewritten record is prepared of all debates on the floor of the Senate and House and of all testimony at public hearings. Transcripts of floor debate and public hearing testimony from previous sessions are available in the legislative reference section of the State Library.

[\[Home\]](#) [\[Members\]](#) [\[Publications\]](#) [\[Process\]](#) [\[Staff\]](#) [\[Gallery\]](#) [\[Search\]](#) [\[Links\]](#) [\[Site Map\]](#)

State of Connecticut

Elected Officials – 2013-14

Governor	Dannel P. Malloy
Lieutenant Governor	Nancy Wyman
Secretary of the State	Denise Merrill
Comptroller	Kevin Lembo
Attorney General	George C. Jepsen

How to Address Officials

Envelope: His Excellency, The Honorable Dannel P. Malloy
State of Connecticut
Executive Chambers, The Capitol
Hartford, CT 06106-1591

Salutation: Dear Governor Malloy:

State Senator (District No....)

Envelope: The Honorable _____
State Senate
Legislative Office Building
Hartford, CT 06106-1591

Salutation: Dear Senator _____:

State Representative (District No.....)

Envelope: The Honorable _____
State House of Representatives
Legislative Office Building
Hartford, CT 06106-1591

Salutation: Dear Representative _____:

VISITOR INFORMATION

Legislative sessions are held at the Capitol Building in Hartford. The public gallery of the House may be reached by stairways from the 3rd floor; the Senate galleries open onto the 4th floor. Committee meeting and public hearing rooms are located in the adjoining Legislative Office Building. Limited parking is available in the LOB garage off Broad St. and Capitol Avenue. Additional parking information can be found on the website www.cga.ct.gov

CAPITOL INFORMATION AND TOURS

Capitol Information and Tours, operated by the League of Women Voters of Connecticut Education Fund, Inc., has two locations: Room 101 in the Capitol and first floor, west entrance of the Legislative Office Building. Free one-hour guided tours are available. The League can be reached at (860) 240-0222.

A Legislative Information Center, operated by the House Clerk's Office, is located in the Capitol basement, Vault 5. It may be reached by calling (860) 240-0555.

The Connecticut State Library has a bill information retrieval service with the status of current bills, and historical and governmental reference materials, for both legislators and the general public. Contact:

Reference Librarian
State Library,
231 Capitol Avenue
Hartford, CT 06106

or by telephone at:

Bill Status Information: (860) 757-6550
Legislative Reference Service: (860) 757-6590

YOUR VOICE MATTERS at the CONNECTICUT GENERAL ASSEMBLY

A Guide for Reaching State Legislators and Testifying at Hearings

Your elected state legislators want to know what you think of proposed legislation before they vote on it. You can telephone them or write them letters to express your views. Another effective way of getting your point across is speaking at a public hearing. Here's how:

GETTING READY

It will help to know the number of the bill you're interested in. To find out, call the bill status information room at (860) 240-0555, or call one of the toll-free numbers listed below and ask to be transferred to the Information Room.

The Connecticut General Assembly's internet site (www.cga.ct.gov) will allow you to retrieve the bill status information on the bill you are interested in, including current text, up-to-date actions on the bill, introducer, statement of purpose and co-sponsors.

Plan your remarks so your viewpoint and reasoning will be clear. It may help you to write them out completely. There is no need to provide copies, but if you want to leave written testimony, it's helpful to make enough copies for all members of the committee holding the hearing, with about 10 extras for staff and files. Committee staff cannot make these copies for you. Turn in written testimony before the hearing begins so committee staff can distribute it systematically.

FINDING THE HEARING ROOM

Most hearings are held in the Legislative Office Building (LOB), though some are in the Capitol. TV monitors at LOB and Capitol entrances show the locations. A daily bulletin also gives this information and lists all bills scheduled for hearing. You can get a bulletin in the LOB's ground floor bill room during regular sessions or on the General Assembly's internet site (www.cga.ct.gov).

SIGNING UP

Pick up a copy of the bill from the rack outside the hearing room.

WHEN YOU COME TO TESTIFY

Read the legislative bulletin for the particular information on the sign-up process, for that day. The sign up sheet has space to print your name legibly, the bill(s) you are speaking on, and sometimes, whether you are for or against the bill. Sign up sheets are usually in place one hour before the hearing.

After signing up, you may be seated in the hearing room, or look around the building until the hearing begins. It is a good idea to read the bill before you speak, to be sure you understand it.

HEARING PROCEDURES

Speaking Order: One of the committee's co-chairpersons will preside over the hearing, setting rules that seem fair for the circumstances and calling speakers from the sign-up sheets. At many, but not all hearings, the first hour is reserved for legislators and agency heads or invited guests. Remaining speakers are usually called in the order in which their names appear on the sign-up sheet, although some chairpersons alternate between supporters and opponents of a bill. Chairpersons often ask large groups to appoint a single spokesperson. Some committees hear all testimony on one bill before proceeding to the next, following the agenda printed in the bulletin.

Comings and Goings: Some hearings last for several hours. Legislators may leave and reenter the room if they are scheduled for more than one hearing or meeting. But all testimony is recorded so they can read it later.

Decorum: A hearing is an important step in the process of making law, so it is a formal occasion. Please give your courteous attention to other speakers, regardless of their views. Don't applaud or indicate pleasure or displeasure with anyone's remarks.

YOUR TURN AT THE MICROPHONE

When you are called, sit at the speaker's desk. You may begin with "Madam Chair, Mr. Chairman" (as appropriate) "and members of the committee." Introduce yourself very distinctly so the transcriber can understand, and mention your town and the number and title of the bill you'll be speaking on. In addition, most hearings and meetings are covered by Connecticut Network (CT-N) for broadcast over local cable access stations.

Indicate right away whether you support the bill, oppose it, or are offering suggestions to improve it. Then explain your reasoning. Follow this procedure for each bill you discuss.

Keep your remarks short; 3-5 minutes is usually enough, but be sure not to exceed any announced time limits. If other speakers have already made your point, you can say that you agree with, or want to associate yourself with the remarks of one or more previous speakers. Your views and your name will then be clearly on record.

When you finish, remain at the microphone for a moment, in case committee members want to ask questions. Then return to your seat or leave the hearing, as you wish.

SPECIAL REQUIREMENTS

You can help committee staff plan for comfortable, efficient hearings if you notify them in advance when you intend to bring an unusually large group or a large number of people requiring wheelchair space, or if you need projection equipment. The staff can provide headsets for hearing-impaired people without advance notice.

TO CONTACT YOUR LEGISLATOR

- The blue pages of the telephone directory (available for free and found in the League of Women Voters Information Service areas of the LOB and the Capitol) list the home or business numbers of your state representative and senator. You will find them under "Connecticut, State of. State Legislators."
- The General Assembly maintains several toll-free numbers through which you may be transferred to a legislator or to the bill status information room.

House Democrats	1-800-842-8267
House Democratic Leadership	1-800-842-1902
House Republicans.	1-800-842-8270
House Republican Leadership	1-800-842-1423
Senate Democrats	1-800-842-1420
Senate Republicans	1-800-842-1421

- To reach a committee office, obtain the number from the League of

Women Voters Capitol Information Service (860-240-0222) or ask to be transferred from a toll-free number.

- If you use a TDD (Telecommunications Device for the Deaf), you can call these numbers:

House Democrats (860) 240-0160

House Republicans. (860) 240-0161

Senate Democrats (860) 240-0162

Senate Republicans (860) 240-0163

Human Services Committee (860) 240-0164

- The senator or representative can also be contacted via email from the appropriate caucus website:

House Democrats <http://www.cga.ct.gov/hdo/>

House Republicans. <http://www.housegop.state.ct.us/>

Senate Democrats <http://www.senatedems.state.ct.us/>

Senate Republicans <http://www.senatereps.state.ct.us/>

TO FOLLOW A BILL

During the legislative session, the bill status information room (860-240-0555) can tell you how far a bill has progressed through the legislative process. The Connecticut State Library can provide this information during end between sessions (860-757-6550). You may dial either of these numbers or be transferred from one of the toll-free numbers.

Bill status information is also available on the General Assembly's internet site (www.cga.ct.gov).

Connecticut General Assembly

Frequently Asked Questions

About the Connecticut General Assembly (CGA)

What is the Connecticut General Assembly?

The Connecticut General Assembly is the legislative branch of State Government. The General Assembly, which is made up of the House of Representatives (151 members) and the Senate (36 members), enacts laws dealing with the collection and allocation of funds, public welfare, the environment, education, public works, civil and criminal law and other matters.

How are members of the General Assembly chosen?

Members are elected in November of even-numbered years from the districts in which they reside. Members of the Connecticut House of Representatives and the Connecticut Senate serve for a two-year term.

When does the General Assembly meet?

Our legislature is considered to be part-time. Regular sessions of the General Assembly are held from January to June in odd-numbered years, and from February to May in even-numbered years.

How does the General Assembly work?

The General Assembly meets in the State Capitol in Hartford. General Assembly committees usually meet and hold most public hearings in the adjoining Legislative Office Building, which also houses Legislators' offices. Committees, which may operate year-round, meet to review proposed legislation and make recommendations to the full House and Senate. A more detailed description is available at http://www.cga.ct.gov/olm/PandDs/This_is_Your_General_Assembly.pdf.

The Lawmaking Process

How do I find out when a proposal for new legislation (bill) will be voted on in the House and Senate?

Once a bill has been voted favorably out of committee, it is listed on the Calendar. After it has been on the Calendar for three days it can be voted on by the General Assembly. The Speaker of the House controls the agenda for the

House of Representatives and the President Pro Tempore controls the agenda for the Senate. The House publishes a GO LIST just prior to a House session. This list of bills and/or resolutions on the Calendar reflects the legislation the House intends to take up on a particular session day. To find the GO LIST, click the House link (located on the left side of the home page or at the top of a secondary page), and click Go List. Each time a new Go List is published, you will see a link to the document on the home page under CGA Today.

Who can testify at a public hearing? What are the rules? How long should testimony be? Who speaks first? Should I bring copies of testimony?

Anyone may testify at a public hearing. The rules vary by committee. The notice of the Public Hearing in the Bulletin provides basic rule information. Testimony should be no longer than three to five minutes. The first hour of a hearing is normally reserved for legislators and agency heads or invited guests. Then testimony is taken in the order people signed up. Written testimony is not required but is recommended. If you bring written testimony, you must bring a copy for every committee member.

Click the **Citizen Guide** link (located on the left side of the home page or at the top of a secondary page) for a *Guide to Testifying at a Public Hearing* and a video, *Joining the Debate*.

What is the deadline for proposing new legislation/bills?

Legislators must propose bills within approximately one week of the opening day of the session. Actual dates are listed in the Joint Rules of the General Assembly.

What is the deadline for each legislative committee to report bills favorably to the General Assembly?

To find a table of committee deadlines, click Session Information (located on the left side of the home page or at the top of a secondary page), and click Committee Deadlines.

Where can I find current laws?

The Legislative Commissioners' Office is responsible for compiling the General Statutes of Connecticut and releases an edition every other year. In a nonpublishing year, the Public and Special Acts for that year represent new legislation not currently incorporated into the statutes. The Public and Special Acts, as well as the Statutes, are all available in the Search system. Click the Search link (located on the left side of the home page or at the top of a secondary page),

Bill Information and Status

How can I search for a particular bill to find its status?

At the top of the page is a Quick Search by bill number. Enter a bill number and click the Go button. In addition, many options for searching bill information are provided from the Search link (located on the left side of the home page or at the top of a secondary page).

How can I find bills proposed for a particular area of interest?

Click the Search link (located on the left side of the home page or at the top of a secondary page). From the options, click Subject Index to Bills A-Z. Click on the letter that represents the first character of the topic you wish to review (i.e., "E" for Environment Permits). Click on the topic link from the list to see the bills categorized under that particular topic by the Connecticut State Library.

How can I find how my Legislator has voted on a particular issue?

At the top of the page is a Quick Search by bill number. Enter a bill number and click the Go button. You can click the links under the Votes section. The Connecticut State Library (<http://www.cslib.org/>) can also provide voting information.

How can I receive periodic information regarding legislative action?

At the top of the page is a link for Bill Tracking. This application allows you to track legislative activity on bills.

Connecticut Statutes

Where do I find the Connecticut Statutes?

Click the Statutes link at the top of the page. Click Search Statutes to execute a text search of the latest published statutes. Click Browse Statutes to view the statutes by chapter.

Contact your Legislators

Who are my Representative and Senator and how do I contact them?

Click the House or Senate links (located on the left side of the home page or at the top of a secondary page), and click Find Your Legislator. Click the district

number for your town and you will get to their individual web page, which contains contact information. If your town has more than one legislative district (more than one representative or senator) you will be directed to a map of your area to determine in which district you live.

How can I determine which Legislators are on a particular committee?

From the top of the page click Committees A-H & I-Z. From the list, click the appropriate committee, and then click Committee Membership.

Where can I get a list of all Legislators?

Click the House or Senate links (located on the left side of the home page or at the top of a secondary page). From the options, click Members. The alphabetical list includes district number, a link to email and website, political party, and a link to bills introduced.

Schedule of Events

How can I find a schedule of events?

You may either click a particular day on the calendar in the middle of the home page, or click the Bulletin link under CGA Today. The Bulletin provides a listing of events scheduled in the next two weeks – including days the House or Senate will be in session in their chambers (Session Days), committee meetings, public hearings and other events. Printed copies are available in the Bill Room in the Legislative Office Building (first floor).

Visitor Resources

What is the address and phone number of the Capitol?

State Capitol, 210 Capitol Avenue, Hartford, CT 06106
(860) 240-0100 Office of Legislative Management.

Where can I find information on visiting and touring the Capitol including directions and parking information?

The Capitol and Legislative Office Building are open Monday – Friday, 8:00 a.m. to 5:00 p.m. See Capitol Tours under the link **Citizen Guide** or call (860) 240-0222.

Which entrances are open to the public?

At the Capitol, the Southwest/Capitol Avenue and west entrances (facing the Legislative Office Building) are open to the public. The west entrance is handicapped accessible with a ramp and automatic door.

At the Legislative Office Building, there are public entrances, at the west side of the first floor facing Broad Street, from the parking garage (leading to the third floor) and on the third floor facing the Capitol. All are handicapped accessible.

Where are the public galleries to view legislative session and public hearing events?

Legislative sessions are held at the Capitol Building in Hartford. The public gallery of the House may be reached by stairways from the 3rd floor; the Senate galleries open onto the 4th floor.

Committee meeting and public hearing rooms are located in the adjoining Legislative Office Building.

Limited parking is available in the LOB garage off Broad St. and Capitol Avenue. Additional parking information can be found on the website www.cga.ct.gov.

Are there services for the physically challenged?

The Capitol and Legislative Office Building are administered in compliance with the Federal Americans with Disabilities Act. Requests for accommodations should be directed to the Office of Legislative Management (860) 240-0100.

Where can I purchase something to eat?

There is a cafeteria in the Legislative Office Building that is open from 7 a.m. to 4 p.m. Soda, candy and snack machines are located in the Legislative Office Building and Capitol.



Quick Search: Bill	Number:	Year: 2008	GO	?	Bill Tracking
Broadcast Media	Statutes	Committees A - H & I - Z	Staff Offices	Commissions	Citizen Guide
Search	Session Information	House	Senate	Legislative References	

Session Scheduling Rules

There shall be a regular session of the General Assembly on the Wednesday following the first Monday of January in the odd-numbered years and on the Wednesday following the first Monday of February in the even-numbered years, and at such other times as the general assembly shall judge necessary; but the person administering the Office of Governor may, on special emergencies, convene the General Assembly at any other time.

All regular and special sessions of the General Assembly shall be held at Hartford, but the person administering the Office of Governor may, in case of special emergency, convene the assembly at any other place in the state.

The General Assembly shall adjourn each regular session in the odd-numbered years not later than the first Wednesday after the first Monday in June and in the even-numbered years not later than the first Wednesday after the first Monday in May and shall adjourn each special session upon completion of its business.

If any bill passed by any regular or special session or any appropriation item described in Section 16 of Article Fourth has been disapproved by the Governor prior to its adjournment, and has not been reconsidered by the assembly, or is so disapproved after such adjournment, the Secretary of the State shall reconvene the General Assembly on the second Monday after the last day on which the Governor is authorized to transmit or has transmitted every bill to the Secretary with his objections pursuant to Section 15 of Article Fourth of this constitution, whichever occurs first; provided if such Monday falls on a legal holiday the General Assembly shall be reconvened on the next following day.

The reconvened session shall be for the sole purpose of reconsidering and, if the assembly so desires, repassing such bills.

The General Assembly shall adjourn sine die not later than three days following its reconvening.

In the even year session the General Assembly shall consider no business other than budgetary, revenue and financial matters, bills and resolutions raised by committees of the General Assembly and those matters certified in writing by the Speaker of the House of Representatives and President Pro Tempore of the Senate to be of an emergency nature.



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Legislative Terms

A

ACCEPTANCE AND PASSAGE

Short for of the floor motion for acceptance of the joint committee's favorable report and passage of a bill, as in "I move acceptance and passage." The motion is made by the member bringing a bill up for debate for the first time.

AD HOC COMMITTEE ON REFERENCE

A special committee of Senate and House leaders convened to settle disputes over referrals of bills to committees.

ADJOURN

To end a committee meeting or a legislative session (see also **Sine Die**). Requires a motion and a second. The motion is not debatable.

ADOPT

To approve an amendment, motion, or resolution.

AGENDA (COMMITTEE)

A list of proposed actions to be taken at an upcoming committee meeting. Must be published at least one day before the scheduled meeting.

AGENDA (SENATE)

A list of all business before the Senate (including agency and task force reports and communications from the governor) that needs either to be referred to committee or that has been reported out of committee and is ready for the calendar and printing. The Senate agenda is not distributed except to senators.

AMEND

To change the language of a bill, resolution, or motion.

AMENDMENT

A written proposal to change the language of a bill or resolution, prepared by the Legislative Commissioners' Office. Each amendment is identified by an LCO number and given a letter of designation (such as, House or Senate "A") by the presiding officer when formally introduced

on the floor. The letter designation is sometimes referred to as a "schedule", as in House amendment schedule "A".

AMENDMENT CLERKS

The majority and minority staff members who log in amendments and distribute photocopies of them to members of their respective caucuses.

APPEAL

A request that the members of the full body overrule the presiding officer's decision to a question of parliamentary procedure. Requires a motion and a second and can be debated.

AUDITORS

Short for Auditors of Public Accounts. Two legislative appointees of different political parties who serve four-year terms. Their office audits the accounts of state government agencies and institutions that receive, spend, or administer state funds.

B

BILL

A written proposal to change existing law or enact a new law prepared by the Legislative Commissioners' Office.

BILL ANALYSIS

A description of the legal effect of a bill in non-legal language prepared by the Office of Legislative Research.

BILL BOOK

A loose-leaf book containing copies of all bills referred to a committee, compiled for each committee member by committee staff.

BILL NUMBER

Number given to each bill by the House or Senate clerk when it is first introduced in a legislative session. Senate bills are numbered 1 to 4999; House bills are numbered 5000 and up.

BILL ROOM

A central location providing copies of bills, files, legislative bulletins, bill lists, and House and Senate calendars.

BILL STATUS

The stage in the legislative process that a bill has reached at a given time. A summary of a bill's status shows all the action taken on the bill up to the moment the status is requested.

BLUE BOOK

The common name for the state Register and Manual. A compendium of state facts published annually by the secretary of the state.

BOND COMMISSION

A statutory body, chaired by the governor, that allocates money to projects authorized for bonding by the General Assembly. Members represent the executive and the legislative branches. They usually meet monthly. Bond funds authorized by the legislature cannot be spent without the commission's approval.

BOND PACKAGE

The bill or bills authorizing state borrowing for specified purposes, usually capital projects.

BOX

A motion for final action to defeat a bill in committee. The term derives from the fact that defeated bills are returned to the committee's bill box until the end of the session.

BRACKETS

Used to show the words in an existing law that a bill or amendment proposes to delete. Brackets are placed before and after the deleted word or group of words.

BUDGET BILL

Usually refers to the annual proposal specifying appropriations for the state agencies for the coming fiscal year. Bills that change the statutes to implement the budget may also be called "budget bills".

BUDGET RESERVE FUND

The fund to which any state surplus remaining after the close of the fiscal year is transferred. Limited to a maximum of 5% of the net General Fund appropriations for the fiscal year in progress.

BULLETIN

Short for Legislative Bulletin. The document showing the schedule for legislative sessions, committee meetings, public hearings, and other events and containing notes of interest to legislators and staff. It is published daily when the General Assembly is in session.

BULLETIN CLERK

The sessional staff member that compiles the bulletin.

BUSINESS ON THE CALENDAR

Bills awaiting action by the full Senate or House.

BUSINESS ON THE CLERK'S DESK

Various items requiring legislative attention, such as agency reports, communications from the governor, and bills requiring purely procedural rather than substantive action, such as referral to committee, reading into the record, or printing for the calendar.

C

CALENDAR

The daily list of bills awaiting action by the full Senate or House.

CALENDAR CLERKS

The staff members in the Senate and House clerks' offices who compile the calendars.

CALENDAR NUMBER

The number each bill receives when it is placed on the calendar for the first time. Bills are renumbered in chronological order based on when they go onto the calendar. Thus, a low calendar number indicates a bill that has been awaiting action since early in the session.

CALL THE BILL OR AMENDMENT

The announcement by the House or Senate clerk of the item about to be debated, usually by number, title, and reporting committee (for a bill) or by number, letter, and sponsor (for an amendment).

CAPITOL POLICE

Members of the legislative staff who provide security for the Capitol, the Legislative Office Building, and grounds.

CATS AND DOGS

Term used to refer to appropriations or bond authorizations for local purposes advocated by legislators on behalf of particular constituents or groups.

CAUCUS

- (1) A group of legislators made up of all members of a particular political party or a group within a party.
- (2) A private meeting of such a legislative group.

CAUCUS STAFF

Partisan staff.

CHAMBER

- (1) The room where the House or the Senate meets.
- (2) The House of Senate itself.

CHANGE OF REFERENCE

The action by which one committee sends a bill to another committee.

CIRCLE, THE

The Senate. The name comes from the arrangement of senator's seats.

CLAIMS AGAINST THE STATE

A petition for the payment or refund of money by the state or for permission to sue the state. Most claims are decided by the claims commissioner, who is a gubernatorial appointee. But the General Assembly must approve the commissioner's recommendations for payments that exceed \$7,500, that allow someone to sue the state, or that waive the time limits for filing claims.

CO-SPONSOR

To formally include a legislator's name on the list of a bill's amendment's introducers.

COMBINE

A committee's action to draft a new bill based on the provisions of two or more proposed bills.

COMMISSIONER'S STATEMENT

The explanation the legislative commissioners attach to a bill or resolution favorably reported by a committee to the Senate or House when they make any change in it other than correcting spelling, grammar, punctuation, or typographical errors. The statement must describe each change, state where it was made, and give a reason for each change.

COMMITTEE BILL

A fully drafted bill based on a proposed bill.

COMMITTEE BILL DEADLINE

The date set in the rules by which committees must vote on which proposed bills they want the Legislative Commissioner's Office to draft in formal statutory language.

COMMITTEE BILL RECORD

The committee clerk's record of each bill referred to the committee.

COMMITTEE CLERK

The staff member assigned to each committee responsible for maintaining its records, filing committee notices, monitoring public hearings, and performing administrative tasks for the committee.

COMMITTEE, JOINT STANDING

A group of designated senators and representatives with authority to raise and consider legislative proposals dealing with a subject area set forth in the Joint Rules. Committee members are appointed for a full two-year term. Joint standing committees tend to carry over from one biennium to the next.

COMMITTEE, SELECT

A group of designated senators and representatives, similar to a joint standing committee but without the authorization to report bills directly to the Senate or House.

COMMITTEE STAFF

The staff who assist the committee chairmen and members. Usually consists of at least a clerk, an assistant clerk, and a secretary.

CONFERENCE COMMITTEE

A committee of senators and representatives appointed by the presiding officers of their respective houses to resolve conflicts when the Senate and House pass different versions of the same bill. The committee usually consists of three members from each house. The report of a committee of conference must be adopted by both houses without amendment or the bill fails.

CONFORM TO COPY

To make an exact copy of a bill with appropriate stamps indicating its status. Conformed copies are made by the clerk of the house where the bill originated from the duplicate copy kept on file in the clerk's office. Conformed copies are made when the original bill is misplaced.

CONSENT CALENDAR

A group of bills that all members of a committee or house agree to pass without debate with one roll call vote. A single member may have a bill removed from the consent calendar merely by asking.

CONSTITUTIONAL AMENDMENT

A proposed change to the state constitution adopted by a resolution and submitted to the voters. If a resolution containing the amendment passes by a three-fourths majority of each house, the proposed amendment appears on the ballot at the next statewide election. If the resolution passes by a simple majority, it must be submitted to the next General Assembly and passed again before it can be submitted to the voters.

CONVEYANCE BILL

A bill approving the transfer of state property.

D

DEAD

As in, "The bill is dead." Means a bill is defeated or otherwise removed from consideration for the rest of the session.

DEFICIENCY

A budget shortfall between an agency's appropriation and the amount it needs to spend in a fiscal year.

DEFICIENCY BILL

A bill making additional appropriations to state agencies that need more funds to complete a fiscal year.

DELETE

Instructions in an amendment to remove designated wording, lines, or sections from a bill.

DISAGREEING ACTION

A bill one house must consider for the second time because the other house passed a different version of it.

DIVIDE THE QUESTION

A motion to take separate votes on parts of a bill that involve unrelated subjects. The motion is debatable as to the form of the division.

DOORKEEPERS

Officers of the General Assembly appointed by the Senate or House who serve as messengers under the direction of the clerks.

DOUBLE-STARRED

A calendar designation indicating that a bill is ready for floor debate.

DRAFT

- (1) To write a bill, resolution, or amendment.
- (2) A written version of a bill, resolution, or amendment.

DUMMY BILL OR DUMMY

A bill without much content raised or reported out by a committee to meet a deadline specified in the rules in order to allow time to formulate and later substitute a more substantive bill.

E

E-CERT

Short for emergency certification, see below.

EFFECTIVE DATE

The date the bill becomes a law. Unless otherwise designated, all bills that amend the statutes are effective October 1 in the year passed. All special acts are effective upon passage.

EMERGENCY CERTIFICATION

A procedure by which the speaker and president pro tempore jointly propose a bill and send it directly to the House or Senate, floor for action without any committee referrals or public hearings.

ENACTING CAUSE

The standard language found at the beginning of every bill: "Be it enacted by the Senate and House of Representatives in General Assembly convened.: In resolutions, the enacting clause reads: "Resolved by this Assembly"

ENGROSSED COPY

The final printed version of an enacted bill or resolution prepared by the Legislative Commissioners' Office.

F

FAVORABLE CHANGE REFERENCE

Action by which one committee refers a bill to another committee with a recommendation favoring the bill's passage.

FAVORABLE REPORT, JOINT

Joint committee's recommendation to the full General Assembly that it pass a bill (also known as "JF").

FILE A BILL OR AMENDMENT

Formally introduce a bill or propose an amendment by giving a signed copy to the House or Senate clerk.

FILE COPY

Printed version of bill ready for consideration by the full House or Senate.

FILE NUMBER

Number given to each bill reported out of a committee and printed and ready for House or Senate action. If a new version of a bill is printed because of amendments by one house, it receives a new file number. Files are numbered from, regardless of whether they are House or Senate bills.

FILED WITH LCO

Bill status notation indicating that a committee has sent a bill to the Legislative Commissioners' Office for transmittal either to another committee or the Senate or House floor.

FILES, THE

Compilation of all the file copies, provided in binders on each member's desk.

FINAL ACTION

Any action that the General Assembly or one of its committees takes to dispose of a bill or resolution for the remainder of the session.

FINANCE ADVISORY COMMITTEE (FAC)

Committee that approves certain budget transfers and appropriations when the General Assembly is not in session. It consists of the governor, lieutenant governor, treasurer, comptroller, and five members of the Appropriations Committee representing majority and minority parties and appointed by Senate and House leaders.

FISCAL ANALYSIS, OFFICE OF (OFA)

The nonpartisan staff office responsible for assisting the legislature in its analysis of tax proposals, the budget, and other fiscal issues.

FISCAL NOTE

Statement prepared by the Office of Fiscal Analysis of the cost or savings resulting from a bill or amendment. Required for every bill or amendment considered by the House or Senate.

FISCAL STATEMENT

A written explanation in addition to the fiscal note required for proposed Senate amendments that would reduce state revenues or increase state expenditures. The statement must explain the decrease in expenditures or the source of increased revenues required to balance the state budget.

FISCAL YEAR

The state's budget year which runs from July 1 to June 30.

FLOOR

- (1) The full Senate or House, as in "sending a bill to the floor."
- (2) Also used to indicate who is allowed to speak at a particular time as in "having the floor."

FOOT OF THE CALENDAR

A parliamentary device used in the Senate to hold bills. The "foot of the calendar" is a special category at the end of the calendar. Bills may be placed or removed from the foot only by a special motion.

FULL DRAFT

A bill written in statutory form ready for action by a committee.

G

GENERAL FUND

The money used for expenditures authorized by the budget and not otherwise restricted by the statute.

GERMANE

The characteristic that fulfills the parliamentary requirement that substitute bills and amendments relate to the same subject as the original proposal.

GO LIST

The list of bills on the calendar that the House intends to take up on a particular session day.

GOVERNOR'S BILLS

Bills introduced by legislative leaders of the governor's party at the request of the governor's request.

GUIDES

League of Women Voters volunteers who conduct tours of the Capitol and Legislative Office Building.

GUT

To amend a bill to remove its key provisions; to weaken a bill drastically.

H

HOUSE

- (1) Either of the two chambers of the General Assembly.
- (2) When capitalized, short for the House of Representatives.

HOUSE BILL

A bill introduced by a member of the House of Representatives. House bills are numbered from 5000.

HOUSE CLERK

An officer elected by the House with administrative and procedural responsibilities for keeping track of House business.

HOUSE OF ORIGIN

The chamber where a bill is introduced and which debates and votes on the bill first.

I

IMMEDIATE CONSIDERATION

A motion asking that a matter be given priority over other business, sometimes without following all the normal procedural steps.

IMMEDIATE TRANSMITTAL

A motion to send a bill directly to the other house or governor without allowing the normal time for possible reconsideration.

IMPLEMENTER

A bill that changes statutes to put into effect or "implement" the provisions of the adopted state budget. Implementers are often referred to by the agency or department most affected, as in "Education Implementer."

IN CONCURRENCE

Motion to pass a bill in the same form as already passed in the other chamber.

INFORMATION ROOM

Provides information on bill status, committee meetings, and public hearings to legislators and the public.

INTERIM

The period between regular sessions of the General Assembly.

INTERN

A high school or college student who works for the General Assembly during the session in return for school credit. The program is run by a special Legislative Internship Committee.

INTRODUCE

To formally present a proposal for consideration in the General Assembly.

J

JF

Short for joint favorable report.

JF DEADLINE

The date by which each committee must report out bills or resolutions for further consideration by other committees or the full General Assembly. The committee deadlines are listed in the Joint Rules and all reports must be submitted to the Legislative Commissioners' Office by 5:00 p.m. on the dates listed.

JF REPORT

A report compiled by the committee clerk on a standard form for each favorably reported bill. Among other things, the JF report summarizes public hearing testimony and lists organizations that support and oppose the bill.

JFS

Short for joint favorable substitute; an amended bill reported favorably by a committee.

JOINT COMMITTEE

See, COMMITTEE, JOINT STANDING

JOINT FAVORABLE

Short for joint favorable report. A joint committee's recommendation to the full General Assembly that it pass a bill.

JOINT FAVORABLE SUBSTITUTE

A committee motion to give a favorable report to a new version of a particular bill. Also known as "JFS".

JOINT UNFAVORABLE

A committee motion to report out a bill with a recommendation that it not pass.

JOURNAL

The official record of the events and actions that occur in the Senate and House on each session day. There are separate journals for the Senate and House.

JOURNAL CLERKS

The House and Senate employees responsible for compiling the daily journals.

L

LAW REVISION COMMISSION

A 17-member non-partisan commission composed of legislators, judges, attorneys, and a professor of law. The Commission reviews proposals for law revision and judicial decisions impacting on Connecticut law and recommends appropriate revisions. The Commission office consists of staff attorneys and support staff.

LCO ATTORNEYS

The nonpartisan lawyers who draft bills, resolutions, and amendments. Each committee has an LCO attorney or attorneys assigned to it.

LCO NUMBER

A number assigned to each item drafted in LCO. Each version of a bill and each amendment has a different LCO number. The number is used to identify versions of a bill or amendments to a bill before they receive their number or letter designations.

LEGISLATIVE COMMISSIONERS

The two part-time attorneys of different political parties appointed by the General Assembly who head the Legislative Commissioners' Office. They advise the legislature and review the final drafts of each favorably reported bill. They serve staggered four-year terms.

LEGISLATIVE COMMISSIONERS' OFFICE (LCO)

The nonpartisan office headed by the legislative commissioners consisting of all the LCO attorneys and their support staff. They provide bill and amendment drafting services and publish the annual public and special acts and the Connecticut General Statutes.

LEGISLATIVE GUIDE

The handbook published annually by the Legislative Management Committee that contains information concerning the General Assembly, including names, addresses, and telephone numbers of legislators; committee assignments; and legislative rules, guidelines and regulations.

LEGISLATIVE HISTORY

The documentation of the process of passing a law that includes public hearing testimony and floor debate. Used when researching legislative intent.

LEGISLATIVE INTENT

Used by courts to interpret statutes when the actual wording of the law is ambiguous or unclear. It consists of members' statements made during debate on a bill. Sometimes members make statements about a bill's meaning during debate specifically to establish legislative intent.

LEGISLATIVE LEADERS

The Senate president pro tempore, majority, and minority leaders and the speaker and majority and minority leaders of the House of Representatives.

LEGISLATIVE LIAISON

An employee of a state agency assigned to monitor legislation affecting the agency and to assist legislators and their staffs in dealing with that agency.

LEGISLATIVE LIBRARY

The reference library and library staff available to legislators and legislative staff. Among other things, it contains all legislative research reports, legislative documents, copies of state and federal statutes, court opinions, and state and federal regulations.

LEGISLATIVE MANAGEMENT

- (1) Short for the Joint Committee on Legislative Management, a 26-member legislative committee chaired by the House speaker and the Senate president pro tempore. The committee oversees the operations of the General Assembly, including personnel, budget, and buildings and grounds. It also raises and reports on bills and resolutions affecting laws governing the legislative branch.
- (2) The nonpartisan staff responsible for administering legislative organization, operations, and facilities under the committee's direction.

LEGISLATIVE PROCESS

The procedure by which a bill becomes a law.

LEGISLATIVE RECORD INDEX

A book published annually by the House and Senate clerks that shows action taken on each bill and resolution introduced in the General Assembly in the previous session.

LEGISLATIVE RESEARCH, OFFICE OF (OLR)

A nonpartisan office providing committee staffing, policy research, bill analyses, and public act summaries. Each committee except

Appropriations and Finance, Revenue and Bonding is assigned its own OLR researcher.

LIN

Legislative Information Network, a computer system providing management tools, documents preparation, and searchable databases.

LINE NUMBERS

Numbers that appear in the margins of each bill, resolution, and amendment. Used as reference points in discussing the wording in legislation and in drafting amendments.

LIST OF BILLS

Printed listing of bill titles, numbers, suggested committees referrals, and statements of purpose, for bills filed in the Senate and House clerks' offices. Acceptance of a list of bills by the House constitutes each bill's first reading and automatically refers the bills to their designated committees. In the Senate, bills must also appear on the Senate agenda.

"LIVE" NUMBERS

Numbers belonging to bills that have been raised and has a public hearing according to the rules that can be used for a proposal that the committee wishes to JF that has not been raised or heard. Sometimes called a "good number."

LOBBYIST

Person required to register with the Ethics Commission who spends or is paid at least \$2,000 a year to influence legislation. Lobbyists are required to wear blue badges stating their names and whom they represent. They may not enter either chamber; the areas immediately outside the entrances to them, or the Legislative Commissioners', the Legislative Research, or Fiscal Analysis offices.

LONG SESSION

The regular five-month session of the General Assembly held in each odd-numbered calendar year.

M

MACHINE IS LOCKED

The announcement the presiding officer makes when closing the automatic roll call voting machine. Members may still vote after the

machine is locked and before the tally is announced by seeking recognition from the presiding officer and announcing their votes.

MACHINE IS OPEN

The announcement the presiding officer makes to indicate that members may begin recording their votes on the automatic roll call voting machine by pushing the "yes" or "no" button on their desks.

MANDATE

Anything the legislature requires, but usually used to mean a state-initiated constitutional, statutory, or executive action that requires a local government to establish, expand, or modify its activities in such a way as to necessitate additional local spending. All bills that include a local mandate must be referred to the Appropriations Committee unless the referral is waived by a two-thirds vote of each house. Whenever a bill contains a mandate, the fact is recorded as a municipal impact in the fiscal note.

MARKINGS

A process used in Senate whereby, at the beginning of each session, the majority leader reads out loud the actions proposed to be taken on each bill on the calendar that day. Comparable to the House "Go List."

MASON'S MANUAL

A manual of parliamentary procedure that, together with the rules of the General Assembly, governs the manner in which the legislature transacts its business. Whenever Mason's Manual conflicts with the rules adopted by the General Assembly, the rules take precedence.

MATTER NOT APPROVED BY LCO

A calendar designation indicating that a committee has reported a bill favorably despite a finding by the legislative commissioners that it is unconstitutional or already law.

MATTER RETURNED BY COMMITTEE

A calendar designation for a bill that was referred to a committee from the floor and reported back to the chamber.

MESSENGERS

Staff members serving under the direction of the clerks who are responsible for carrying messages to members and distributing documents.

MOTION

A formal request for a particular action.

MUNICIPAL IMPACT

The part of a fiscal note that describes the financial effect of a proposal on municipalities.

N

NECESSARY FOR PASSAGE

The number of "yes" votes needed to pass a particular measure. The number depends on the number of members present and voting, and may differ depending on the nature of the measure. Always announced by the House clerk as part of the vote tally.

NEW

A designation that appears in parentheses before a section of a proposal that, if passed, would be a completely new section of the statutes rather than a change in an existing one. Used instead of printing the new section in all capital letters.

NEW FILE

Substitute bill reported by a committee after being referred from the floor. Such a bill is reprinted and given a new file number.

NO ACTION

A method of defeating a bill in committee that, unlike a motion to box, does not require a roll call vote.

NOMINATIONS

Executive or judicial appointments that must be approved by the General Assembly.

NONPARTISAN STAFF

Legislative employees not assigned to work solely for a caucus who provide nonpolitical services to the members of the General Assembly. Nonpartisan staff work in the Legislative Management, Legislative Commissioners', Legislative Research, Fiscal Analysis, Program Review, and Law Revision offices; for the Capitol Police; and as permanent committee administrators.

O

O.E.

Short for other expenses. The line item in agency budgets that includes expenditures for items other than personnel.

OLR REPORT

- (1) A research report written by the staff of the Office of Legislative Research.
- (2) Another name for an OLR bill analysis.

ON CONSENT

Refers to a bill being on consent calendar, as in "The bill is on consent."

ORDER OF BUSINESS

The sequence in which business is normally transacted each day in each chamber. The order for each chamber is specified in the House and Senate rules.

ORDER OF THE DAY

The designation of a special time and date for considering a particular bill. Bills that are the order of the day are taken up at the specified time and date regardless of their place on the calendar.

P

PAIRING

A type of "absence voting" by which two members who, had they been present for a vote, would have voted on opposite sides. When they agree to pair themselves they indicate their respective positions on the issue and the fact that their absences did not effect the outcome. The Senate rules provide for pairing.

PARLIAMENTARY INQUIRY

A question from a member to the presiding officer concerning proper procedure or the parliamentary status of a matter under consideration at that moment.

PARTISAN STAFF

Staff hired by the House and Senate caucuses.

PASS RETAIN (PR)

Short for "passed, retaining its place on the calendar." The action of passing over a bill but allowing it to keep its position on the calendar relative to other bills. Bills not pass retained fall into the bottom of the calendar. In practice PR'd bills are held until the next session day.

PASS TEMPORARILY (PT)

To suspend consideration of a particular bill for a short time, for example to await an amendment or the answer to a question. PT'ed bills are usually taken up later on the same day.

PERMANENT ASSISTANT CLERKS

The full-time employees who administer the House and Senate clerks offices.

PERSONAL PRIVILEGE, POINT OF

A member's request for recognition to make announcements, personal statements, or introductions.

PETITION

A method by which a member can, by collecting the requisite number of legislators' signatures, require a committee either to have a proposed bill fully drafted and hold a public hearing on it or to report a bill to the floor. Bills petitioned to the floor are often shown on the calendar as unfavorable reports.

PHOTO-OFFSET

A copy of a proposed, raised, or committee bill distributed by a committee.

POINT OF ORDER

The parliamentary device used to require a committee, the House, or the Senate to observe its own rules and follow established parliamentary practice. Points of order are raised by individual members and decided by the presiding officer. The presiding officer's decision may be overruled by a majority vote of the full body.

POTENTIAL CONFLICT OF INTEREST

The term used in circumstances where the discharge of a legislator's duty would affect his or her financial interest (or that of the spouse or other family members) unless that interest is virtually inconsequential or is not distinct from the interest of a substantial segment of the general public. If an action would create a potential conflict, the member can be excused from voting or he can prepare a written statement for the journal or minutes explaining why he is able to act fairly, and file a copy with the Ethics Commission.

PRECEDENT

A prior ruling or established custom on which a presiding officer may rely in dealing with points of order and parliamentary inquiries. General Assembly precedents are compiled by the Office of Legislative Research and published at the beginning of each two-year term by the Legislative Management Committee.

PRESIDENT

The presiding officer of the Senate, usually the lieutenant governor.

PREVAILING SIDE

The majority of the votes on a particular measure. Only someone who voted on the prevailing side may move for reconsideration.

PRINTED FOR THE FILES

Each bill favorably reported by a committee must be printed and assigned a file number before it can appear on the calendar.

PROGRAM REVIEW AND INVESTIGATIONS COMMITTEE

A permanent bipartisan committee that conducts in depth investigations of issues, programs, or state agencies. The chairmen are members of different parties. The committee has a nonpartisan staff.

PROPOSED BILL

A bill introduced by an individual legislator at the beginning of a session, not fully drafted. In even-year sessions, the subjects of proposed bills are restricted to fiscal matters.

PROPOSED DRAFT

A fully drafted bill, resolution, or amendment not yet formally introduced.

PROPOSED SUBSTITUTE

A fully drafted version of a revised bill not yet acted on by a committee.

PUBLIC ACT

A bill passed by both chambers of the legislature that amends the general Statutes.

PUBLIC HEARING

A meeting which members of the public and representatives of state agencies have the opportunity to testify to a legislative committee on bills, resolutions, or issues before the committee. Requirements for public hearings are set forth in the Joint Rules.

Q

QUORUM

The minimum number of members who must be present to conduct business.

R

RAINY DAY FUND

Common name for the Budget Reserve Fund.

RAISED BILL

A fully drafted bill introduced by a committee that is not based on a proposed bill.

RANKING MEMBER

The designated leaders of the minority party on a joint committee. Each committee has a House and Senate ranking member designated by the minority leader of each house.

RAT

Slang term for a bill or amendment that a member or group thinks is bad. When a member must support such a measure for political reasons, he is said to "swallow a rat."

READ IN

The process of giving a bill a first reading by presenting a list of bills with their committee referrals to the chamber of origin. No debate is required for this procedure.

READINGS

A technical term for three stages of a bill's passage. The first reading is the initial committee referral, the second occurs when the bill is reported to the floor and tabled for the calendar and printing, and the third when the bill is debated and voted on. At none of these stages is the bill's text actually read aloud.

READOPT

To pass an amendment a second time after it has been rejected by the other house.

RECALL

To request the return of a bill from the other house or the governor to correct a technical error.

RECESS

A temporary suspension of a House or Senate session or a committee meeting with the intention of resuming before adjournment.

RECOMMIT

The House or Senate's decision to return a bill to a committee that previously reported it out. A bill that is recommitted is dead.

RECONSIDER

Motion for a second vote on a question. Must be made by a member who voted with the majority the first time. A committee may reconsider an item only at its next regular meeting. House rules impose a similar requirement for House reconsideration. The Senate rules allow reconsideration on the same day as the original vote or on the next day. An item can be reconsidered only once in a session. Except for the last three days of the session, unless the rules are suspended, a bill must be held by the clerks until the end of the following session day for possible reconsideration.

RECONVENE

To reassemble, usually after a recess.

REFER

To send any item of legislative business to a committee.

REFER FROM THE FLOOR (FLOOR REFERRAL)

Refer a bill or resolution to a committee from the full House or Senate.

REGS REVIEW

Short for the Legislative Regulation Review Committee. The bipartisan committee that reviews and approves all state agency regulations.

REGULAR SESSION

One of the two annual sessions of the General Assembly held in each biennium.

REGULATION

A rule adopted by a state agency to implement, interpret, or prescribe law or policy or describe its procedure or practice requirements. Agency regulations have the force of law, must be adopted according to procedures described in the law, and must be approved by the Legislative Regulation Review Committee.

REJECT

To defeat, usually used to refer to action on an amendment.

REMOVE FROM THE FOOT

A motion made in the Senate to take an item previously held at the end of the calendar and return it to its place for action that day.

REPEAL

To revoke an existing law.

REPEALER

The section of a bill, usually at the end, that revokes one or more sections of existing law by listing only their statutory citations.

REPORTING DEADLINES

See JF DEADLINE.

REPRINT

To print a new file copy of a bill after it has been amended for the other house or revised by a committee after being referred from the floor. Reprints receive new file numbers. Normally, the Senate reprints bills amended by the House but the House does not reprint bills amended by the Senate.

RESERVE FOR PUBLIC HEARING

A committee decision to schedule a public hearing on a proposed bill.

RESOLUTION

A statement by the General Assembly that is not a law. Used to approve nominations or labor contacts, place constitutional amendments on the ballot, or express the legislature's collective opinion.

REVENUE ESTIMATE

A projection of state revenues for the coming fiscal year prepared by the Finance, Revenue and Bonding Committee that must be included in the state budget.

ROLL CALL MACHINE

The electronic voting machines used to record members' votes in the House and Senate.

ROLL CALL VOTE

The record of the individual votes of each member of the House or Senate or a committee on a particular question. All House and Senate roll call votes are printed in their respective journals. Any vote that constitutes final action on a bill must be taken by roll call.

RULES

The General Assembly's written governing legislative activity. The rules are adopted at the beginning of each session. Joint activities are governed by the joint rules adopted by both houses. Each house also adopts its own separate rules.

S

SCREENING

The informal process by which a small group of designated legislators and staff reviews bills (1) before they are reported out of a committee and (2) before they are considered on the floor. Each House and Senate

caucus has a separate screening process. The results of the majority party's screening are the House Go List and the Senate markings.

SECOND

To endorse a motion made by another member. Required for further consideration of the motion.

SENATE BILL

A bill introduced by an individual senator or first filed with the Senate clerk. Senate bills are numbered 1 through 4,999.

SENATE CLERK

An officer elected by the Senate with administrative and procedural responsibilities for keeping track of Senate business.

SESSION DAY

A day when either house of the General Assembly meets or holds a regular or technical session.

SESSIONAL EMPLOYEES

Temporary staff hired to work only for the session.

SHORT SESSION

The three-month session held during even-numbered years.

SIGN-UP SHEET

The place where those wishing to testify at a public hearing write their names to determine the order of their appearance before the committee. There is usually a separate sign-up sheet for legislators and agency heads who wish to testify.

SIGN ON

Term used when a legislator adds his name as a co-sponsor of a bill or amendment; as in "Did Representative Smith sign on to this?"

SINE DIE

Latin for "without day," meaning a final adjournment. A motion used to close an annual session of the General Assembly. It terminates all unfinished business.

SINGLE-STARRED

Calendar designation showing that a bill awaiting action has been on the calendar for two of the required three session days.

SPEAKER

The presiding officer of the House of Representatives, elected by the members.

SPECIAL ACT

A law that has a limited application or is of limited duration, not incorporated into the Connecticut General Statutes.

SPECIAL SESSION

A meeting of the General Assembly called for a particular purpose. A special session may be called by the governor or by a majority of legislators.

SPECIAL SESSION CALL

The announcement of the special session giving its date, time, and purpose.

SPLIT COMMITTEE

A joint committee that has been divided so that House and Senate members can act separately. The rules allow a committee to split only at the request of the majority of the committee members present representing either house.

SPONSOR

The originator of a legislative proposal, either a legislator or a committee.

STANDING VOTE (ALSO KNOWN AS RISING VOTE)

A Senate vote taken whenever the presiding officer doubts the result of a voice vote. A standing vote does not require that the votes of individual senators be permanently recorded.

STARRED FOR ACTION

Another term for double-starred, meaning an item has been on the calendar for the required three session days and is ready for action.

STATUTE

Another name for a law. "The statutes" are the General Statutes of Connecticut.

STRAIGHT CHANGE OF REFERENCE

The action by a committee to send an item to another committee without a recommendation.

STRIP

To remove all a bill's provisions and substitute an entirely new proposal.

SUBCOMMITTEE

A portion of a whole committee. Usually refers to sub-groups of the Appropriations and Finance, Revenue and Bonding committees.

SUBJECT MATTER HEARING

- (1) A public hearing held by a committee on a group of proposed bills all relating to the same subject.
- (2) A committee hearing on a particular subject to seek ideas for legislation.

SUBSTANTIAL CONFLICT OF INTEREST

The term used in connection with legislators and matters of private interest or gain to them. A legislator has a substantial conflict of interest if he has reason to believe he, his spouse or dependent child, or a business with which he is associated, will experience a direct monetary gain or loss as a result of his official action. If an action would create a substantial conflict, the official is prohibited from taking it.

SUBSTANTIVE

Term applied to an adopted amendment that alters the substance of a bill. Under the rules, once a substantive amendment has been adopted, further action on a bill must be suspended until the amended bill has been reexamined by the legislative commissioners and reprinted as a new file. After each amendment is adopted in the House, the speaker rules whether it is substantive or technical.

SUBSTITUTE BILL

An amended bill reported by a committee. Indicated by a small "s" in front of its bill number.

SUMMARIZE

Commonly used procedure that allows an amendment's introducer to explain its effect instead of having the clerk read the announcement aloud. Requires permission of the full body, which the introducer usually seeks as part of his motion to adopt the amendment.

SUSPEND THE RULES

To waive the rules to accomplish a particular purpose. The motion requires a two-thirds vote of the members present and voting.

T

TABLED FOR THE CALENDAR

The formal order for a bill reported out of committee to be printed in the files and appear on the House or Senate calendar. This step also serves as the bill's second reading.

TALLY SHEET

A written record of a roll call vote.

TASK FORCE

A special group authorized to study a particular issue and report back to the General Assembly. Its members often include legislators.

TECHNICAL

Nonsubstantive, especially when applied to an amendment.

TECHNICAL REVISER'S BILL

An annual bill to correct grammatical or typographical errors in the statutes.

TECHNICAL SESSION

A brief formal convening of the House or Senate held purely to advance bills on the calendar and make pro forma referrals. There is no debate or voting on bills. It usually lasts a few minutes and involves only two members and the clerk.

TRAILER SESSION

Another name for the veto session.

TRANSCRIPT

A written word-for-word record of the proceedings of a committee's public hearing, or the House or Senate debates. No transcripts are made of committee meetings.

TRANSPORTATION FUND

Short for the Special Transportation Fund. A separate budget account funded by fuel and transportation-related taxes and motor vehicle fees. It pays for the departments of Motor Vehicles and Transportation and its revenues provide backing for state bonds used for state and local highway improvement projects.

U

UNFAVORABLE REPORT

A recommendation from a committee that a bill be defeated.

UNDERLINING

Used to show new language a bill or amendment proposes to insert into existing law. The proposed insertion is underlined.

UPON PASSAGE

Used as the effective date for certain bills.. Means the act takes effect the day the governor signs it.

V

VALIDATING ACT

A special act that retroactively legalizes a previous action or failure to act by the state, a local government body, a corporation, or anyone else.

VEHICLE

A bill or resolution that is susceptible to being amended to accomplish another purpose, often either more controversial or larger in scope than the original bill. A vehicle to which many amendments are attached is sometimes called an omnibus.

VETO

The governor's rejection of a bill. A veto can be overridden by a two-thirds vote of the membership of each house.

VETO SESSION

A special session of the General Assembly held usually about six weeks after the regular session to consider whether to override gubernatorial vetoes.

VOICE VOTE

A vote taken by a call for Yeas and Nays that does not require recording members' individual votes. Usually used to pass amendments and adopt motions. It cannot be used for taking a final action on a bill.

W

WELL OF THE HOUSE

The open area of the House chamber between the speaker's dais and the first row of legislators' desks. Used for guests and staff, who must remain there while roll call votes are in progress and the roll call machine is open.

WITHDRAW

A motion to remove an amendment or a motion from consideration. Must be made by the proposer. A member who seconds a motion may also withdraw his second. Motions to withdraw may only be made before the vote.

WORKING DRAFT

A preliminary draft of a bill, resolution, or an amendment. Often circulated to interested parties before being filed and still subject to revision. Stamped as such by the Legislative Commissioners' Office.

Y

YIELD

Short for yield the floor. One legislator's giving the floor to another member during debate.

Abbreviations and Acronyms

A

AAUP American Association of University Professors
ABS Automated Budget System
ACIR Advisory Commission of Intergovernmental Relations
ADA Americans with Disabilities Act
AENGLC Adjusted equalized net grand list per capita
AFDC Aid to Families with Dependent Children
AFSCME American Federation of State, County and Municipal Employees
AG Attorney General
AI Annual increment
ANSI American National Standards Institute
APO Administrative purposes only
APS Automated Personnel System
A&R Administrative and Residual Employees Union

B

BA Bill analysis
BAC Blood-alcohol content
BESB Board of Education and Services for the Blind
BGHE Board of Governors for Higher Education
BOCA Building Officials and Code Administrators
BOG Board of Governors for Higher Education
BOSS Business Office Systems Support
BSAA Board for State Academic Awards

C

CADAC Connecticut Alcohol and Drug Abuse Commission
CAM Coastal Area Management
CAP Community Action Agency
CAS Central Accounting System
CB Committee bill
CDA Connecticut Development Authority
CEAP Connecticut Energy Assistance Program
CEIS Connecticut Economic Information System
CEQ Council of Environmental Quality
CETC Connecticut Employment and Training Commission
CEUI Connecticut Employee Union Independent
CGS Connecticut General Statutes
CHA Connecticut Housing Authority
CHEFA Connecticut Health and Educational Facilities Authority
CHESLA Connecticut Higher Education Supplemental Loan Authority
CHFA Connecticut Housing Finance Authority
CHHC Commission on Hospitals and Health Care
CHIF Connecticut Housing Investment Fund
CHRO Commission on Human Rights and Opportunities
CHWMS Connecticut Hazardous Waste Management Service
CII Connecticut Innovation Incorporated
CLJ Connecticut Law Journal
COLA Cost of living adjustment
COLP Commission of Official Legal Publications

CON Certificate of Need	DMR Department of Mental Retardation
CONNDOT Connecticut Department of Transportation	DMV Department of Motor Vehicles
CONNMAP Connecticut Medicare Assignment Program	DOA Department of Agriculture
CONNPACE Connecticut Pharmaceutical Assistance Contract for the Elderly	DOC Department of Correction
CORA Corrupt Organization and Racketeering Activity Act	DOL Department of Labor
CPTC Connecticut Public Transportation Commission	DOT Department of Transportation
CRA Community Reinvestment Act	DPH Department of Public Health
CRB Compensation Review Board	DPS Department of Public Safety
CROG Capitol Regional Council of Government	DPUC Department of Public Utility Control
CRRA Connecticut Resources Recovery Authority	DPW Department of Public Works
CSEA Connecticut State Employees Association	DRG Diagnosis Related Group
CSEB Child Support Enforcement Bureau	DRS Department of Revenue Services
CSG Council of State Governments	DSE Division of Support Enforcement
CSL Connecticut State Library	DSR Division of Special Revenue
CSU Connecticut State University	DSS Department of Social Services
C-T Community-Technical (colleges)	DWI Driving while intoxicated
CUTPA Connecticut Unfair Trade Practices Act	E
DAS Department of Administrative Services	E-CERT Emergency Certified (bill)
DCF Department of Children and Families	ECLF Energy Conservation Loan Fund
DCP Department of Consumer Protection	ECS Education Cost Sharing
DECD Department of Economic and Community Development	ENGL Equalized Net Grand List
DEP Department of Environmental Protection	ERISA Employees Retirement Income Security Act
DHE Department of Higher Education	ERG Education Reference Group
DMHAS Department of Mental Health and Addiction Services	ESL English as a Second Language
	EZ Enterprise Zone

F

FAC Finance Authority Committee
FAFSA Free Application for Federal Student Aid
FELP Family Education Loan Program
FOI Freedom of Information
FPL Federal Poverty Level
FWSN Family With Service Needs
FY Fiscal Year

GA Geographic Area (court)
GAAP Generally Accepted Accounting Principles
GAE Government Administration and Elections Committee
GF General Fund

GIS Geographic Information System
GMO Genetically Modified Organism
GO General Obligation (bonds)

H

HJR House Joint Resolution
HMO Health Maintenance Organization
HR House Resolution

I

IAC Investment Advisory Committee
ICF Intermediate Care Facility
IEP Individual Education Plan (special education)

IOLTA Interest on Lawyers' Trust Accounts
ISO Independent System Operator (electric power grid)
ISTEA Intermodal Surface Transportation Efficiency Act
IT Information Technology
ITS Information Technology Services (Legislative)

JCLM Joint Committee on Legislative Management
JD Judicial District
JF Joint Favorable
JFES Jobs First Employment Services
JFS Joint Favorable Substitute
JRC Judicial Review Council

L

LPRAC Latino and Puerto Rican Affairs Commission
LCO Legislative Commissioners' Office
LEA Local Education Agency
LEC Limited Equity Cooperative
LEP Limited English-proficient
LIS Long Island Sound
LLR Legally Liable Relative
LLRW Low level radioactive waste
LOB Legislative Office Building
LOCIP Local Capitol Improvement Project
LRC Law Revision Commission
LRI Legislative Record Index

M

MAA Manufacturing Assistance Act
MBE Minority Business Enterprise
MDC Metropolitan District Commission
MER Minimum Expenditure Requirement
MERA Municipal Employees Relations Act
MERF Municipal Employees' Retirement Fund
MHA Mutual Housing Association
MSA Metropolitan Statistical Area
MSW Municipal Solid Waste

N

NCSL National Conference of State Legislators
NEBHE New England Board of Higher Education
NRZ Neighborhood Revitalization Zone

O

OAP Office of Adult Probation
OCC Office of Consumer Counsel
OCHA Office of Health Care Access
OE Other Expenses (budget)
OEMS Office of Emergency Medical Services
OFA Office of Fiscal Analysis
OIC Occupational Industrial Center
OLM Office of Legislative Management
OLR Office of Legislative Research; Office of Labor Relations
OPA Office of Protection and Advocacy for Persons with Disabilities

OPM Office of Policy and Management

OTB Off-Track Betting

OVS Office of Victim Services

OWC Office of Workforce Competitiveness

OWLS Order of Women Legislators

P

PA Public Act

PAC Political Action Committee

PCA Personal Care Assistance

PCSW Permanent Commission on the Status of Women

P&D Planning and Development Committee

PHA Public Housing Authority

PIC Private Industry Council

PILOT Payment in lieu of taxes

PIT Personal Income Tax

PL Public Law (Federal)

POST Police Officer Standards and Training Council

PPO Preferred Provider Organization

PR Pass retain

PRI Program Review and Investigations Committee, Legislative

PRIME Private Rental Investment Mortgage and Equity

PRUCOL Permanently resident under color of law

PS Personal Services (Budget)

PT Pass temporarily

PUCA Public Utility Control Authority

Q

QMB Qualified Medicare Beneficiary

R

RAM Reverse annuity mortgage

RAP Rental Assistance Program

RB Raised bill

RCH Residential Care Home

RCEO Regional Council of Elected Officials

RESC Regional Educational Service Center

RFP Request for proposal

RFQ Request for quotation

RPA Regional Planning Authority

RRES Race, Religion, Ethnicity, Sexual Orientation (crime)

S

SA Special Act

SAGA State Administered General Assistance

SBE State Board of Education

SBLR State Board of Labor Relations

SBMA State Board of Mediation and Arbitration

SDA Service delivery area

SDE State Department on Education

SCRf Special capital reserve fund

SEBAC State Employees Bargaining Agent Coalition

SEEC State Elections Enforcement Commission

SERF State Employees' Retirement Fund

SERS State Employees Retirement Service

SGI Service Group Inc.

SIF Second Injury Fund

SJR Senate Joint Resolution

SMSA Standard metropolitan statistical area

SNF Skilled Nursing Facility

SOCITF State Organized Crime Investigative Task Force

SPRB State Properties Review Board

SR Senate Resolution

SSDI Social Security Disability Insurance

SSI Supplemental Security Income

SSP State Supplement Program (see also AABD)

STC State Traffic Commission

STEAP Small Town Economic Assistance Program

STF Special Transportation Fund

STO Special tax obligation (bonds)

T

TANF Temporary Assistance for Needy Families

TIA Transportation investment area

TIC Targeted investment community

TIF Tax increment financing

TNA Teacher Negotiation Act

TRB Teacher Retirement Board

TSF Teachers' Retirement Fund

TSB Transportation Strategy Board

U

UAFA Uniform Administrative Procedure Act

UC Unemployment Compensation

UCONN University of Connecticut

V

V-T Vocational Technical (Schools)

W

WBE Women Business Enterprise

WIC Women, Infants and Children's Food Program

Y

YIC Youth In Crisis

YO Youthful offender

YSB Youth service bureau

Z

ZBA Zoning Board of Appeals



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Directions to the Connecticut State Capitol and Legislative Office Building

Connecticut State Capitol

The State Capitol building is located at 210 Capitol Avenue, Hartford.

Traveling on I-84 East - Take Exit 48, Capitol Avenue, get into the left lane of the exit ramp and follow the signs for Asylum Street.

At the end of the exit ramp turn right onto Asylum Street, continue bearing right until you come to Pulaski Circle and take another right onto Elm Street.

Follow Elm Street to the traffic light, at the traffic light proceed across Trinity Street directly onto the Capitol grounds.

Traveling on I-84 West - Take Exit 48, Asylum Street, at the end of the exit ramp turn left at the light onto Asylum Street.

Get into the right lane and go under the railroad bridge.

Continue bearing right until you come to Pulaski Circle and take another right onto Elm Street.

Follow Elm Street to the traffic light, at the traffic light proceed across Trinity Street directly onto the Capitol grounds.

Traveling on I-91 North or South - Take Exit 29A, Capitol Avenue, follow the highway along to Pulaski Circle, go half way around the circle and exit to the right onto Elm Street. Follow Elm Street to the traffic light, at the traffic light proceed across Trinity Street directly onto the Capitol grounds.

Parking - Limited public parking is available in the spaces immediately upon entering the grounds. On-street metered parking and commercial parking lots are also nearby.

Legislative Office Building

The Legislative Office Building is located at 300 Capitol Avenue, Hartford.

Traveling on I-84 East - Take Exit 48, Capitol Avenue, get into the right lane of the exit ramp. At the end of the exit ramp turn right onto Capitol Avenue.

Take the first right past the Legislative Office Building, proceed to the back of the garage and take a right to enter the garage using the left hand lane (employees) or the right hand lane (visitors).

Traveling on I-84 West - Take Exit 48, Asylum Street, at the end of the exit ramp turn right at the light onto Asylum Street.

At the YWCA turn left onto Broad Street, proceed through two stop lights, immediately after the Armory building take the first left and then another left at the end of the short access road.

Follow this road around the garage to the back and take a right to enter the garage using the left hand lane (employees) or the right hand lane (visitors).

Traveling on I-91 North or South - Take Exit 29A, Capitol Avenue, proceed through the Pulaski Circle at the end of the long exit road. Take a right on Elm Street and turn left at Trinity Street.

Go past the Capitol building and the I-84 entrance ramp, all on your right.

Take the first right past the Legislative Office Building, proceed to the back of the garage and take a right to enter the garage using the left hand lane (employees) or the right hand lane (visitors).

Parking - Limited public parking is available on the first floor of the parking garage. There is a connector to the Legislative Office Building at the roof level. On-street metered parking and commercial parking lots are also nearby.

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