



# STATE OF CONNECTICUT

## OFFICE OF STATE ETHICS

**THE SUBCOMMITTEE ON MUNICIPAL ETHICS  
CITIZEN'S ETHICS ADVISORY BOARD  
OFFICE OF STATE ETHICS  
18-20 Trinity Street, Hartford, CT 06106**

### **MINUTES OF THE JUNE 21, 2018 REGULAR MEETING**

The Subcommittee on Municipal Ethics of the Citizen's Ethics Advisory Board ("Subcommittee") of the Office of State Ethics ("OSE") held a Regular Meeting on Thursday, June 21, 2018, in the 5<sup>th</sup> Floor Conference Room, 18-20 Trinity Street, Hartford, CT 06106.

The Chair of the Subcommittee Mary Bigelow called the meeting to order at 11:31 a.m.

**The following Subcommittee members were present:**

Mary Bigelow, Chair  
Charles F. Chiusano  
Beth Cook  
Cheryl Lipson

**The following staff members of the OSE were present:**

Peter Lewandowski, Associate General Counsel  
Alaaeldin Ali, IT Analyst, Temporary Clerk of the Board  
Gina Furtak, Legal Intern

The following topics were addressed during the meeting:

1. The minutes of the May 17, 2018 Regular Meeting were presented to the Subcommittee for approval.

**On the motion of Ms. Lipson, seconded by Ms. Cook, the Board voted three (3) to zero (0) with one (1) abstention to approve the minutes of the May 17, 2018 Regular Meeting.**

2. Subcommittee members discussed municipal ethics with Brigham Smith, Vice President of CT Association of Municipal Attorneys (CAMA) and General Counsel for the City of Middletown. Key topics discussed: local government ethics code and boards; management of ethics issues in Middletown; CAMA supporting effort for municipal ethics and a standardized process, preferring giving municipalities options and if they don't choose one, the state chooses one for them; not using local officials for ethic complaints, instead using a centralized source such as the State; universality

of ethics; cost of resources for State to take municipal ethic complaints; suggested addressing municipal survey to town clerks.

3. Subcommittee members briefly discussed potential guests that may be invited to future Subcommittee meetings for the purpose of discussing the status municipal ethics in Connecticut.
4. Subcommittee members agreed to send out the ethics survey to municipalities. Discussed whether it will be sent as a fillable PDF or using a link through a survey company. Will request municipalities to return within 45 days upon receiving.

**On the motion of Mr. Chiusano, seconded by Ms. Cook, the Board voted four (4) to zero (0) to approve the survey of municipal ethics.**

**On the motion of Mr. Chiusano, seconded by Ms. Lipson, the Subcommittee voted four (4) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 12:14 p.m.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Peter Lewandowski". The signature is fluid and cursive, with a large initial "P" and "L".

Peter Lewandowski  
Associate General Counsel  
Office of State Ethics

Date approved  
(By the Subcommittee of the Citizen's Ethics Advisory Board)