



ETHICS COMMISSION MEETING MINUTES
JULY 7, 2026

RECEIVED FOR RECORD
WATERFORD, CT
2026 JUL -9 P 12:18
ATTEST: David A. Langone
TOWN CLERK

1. **CALL TO ORDER.** Chair Ritter called the Ethics Commission Regular Meeting of July 7, 2026 to order at 7:02 p.m.
2. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was observed.
3. **ATTENDANCE AND SEATING ALTERNATES.** Betsy Ritter, Alan Messier, Paul Helvig, Cathy Patterson, John Scimone and James Wolfley.

MOTION (1): Ms. Patterson moved to seat alternate Paul Helvig. Seconded by Mr. Messier. Mr. Helvig abstained from voting. (5-0-1)
Motion carried.
4. **APPROVAL OF MINUTES OF MEETING MINUTES OF APRIL 7, 2026.**

MOTION (2): Mr. Scimone moved to approve the April 7, 2026 Meeting Minutes, as presented. Seconded by Mr. Helvig. (6-0) Unanimous.
5. **CORRESPONDENCE.**
 1. Financial Reports were received.
6. **PUBLIC COMMENT** There were no members of the public present.
7. **REPORT FROM THE CHAIR.**
 - a. **Budget Update.** Ms. Ritter reported she received a Memo from the Finance Director informing us that our budget had an overage of \$30.99 that would require a transfer.

MOTION (3): Ms. Patterson moved to transfer \$30.99 from line item 10143-52030 Professional Fees to line item 10143-51210 Clerical. Seconded by Mr. Wolfley. (6-0) Unanimous.
 - b. **Update from RTM Legislation and Administration Standing Subcommittee.** Ms. Ritter reported she and Alan Messier attended the June 14, 2026 RTM Legislation and Administration Standing Subcommittee Meeting to address our request for three proposed changes they will be considering. They understood our concern with our request regarding mutual respondents.

They agreed with Town Attorney that penalties were not inappropriate for our purposes. We had also asked for clarification on the language regarding confidentiality. They did not feel the *Ordinance needed it but will spend more time on it.* Ms. Patterson expressed concern regarding the definition of conflict of interest and substantial gain. Mr. Messier stated they agreed on this need. Some individuals felt the opinion issued by the Town Attorney is what should be relied on. The Advisory Opinion should be thrown out. The Ordinance is ok. It is not possible to come up with specific language covering every possible future circumstance but there may be opportunities to improve what we have. There will always be a need for the judgement of the Commission; that is our job.

Ms. Ritter stated we explained to them that everybody wants the same thing. Mr. Messier added there will never be one size fits all. They are trying to find common ground. Some individuals were interested in doing research and some were interested in past actions. They will consider an Ordinance change. They were not interested in penalties. Mr. Messier reported we will continue to operate as normal without an Advisory Opinion. Mr. Wolfley asked what will happen if we received a single complaint vs. two individual complaints. One individual wanted it to become public. The other one did not. In the Ordinance any respondent can request that it be made public. We asked that they file separately. Mr. Messier stated different standards may apply depending on their positions. Ms. Ritter added they did not give us a plan to follow for our next meeting.

8. DISCUSSION ON STORAGE OF PROCEDURAL NOTES. Ms. Ritter reported at our last meeting she agreed to put together some information for storage for future Ethics Commission members.

1. Storage of records. She reminded the commission members our file cabinet is located at the Police Department. The Shift Supervisor keeps the key for the cabinet. It can be accessed by the Ethics Commission Chair and one other member.
2. She informed Commission members we need to set our calendar for the upcoming calendar year at our October meetings.
3. Future Advisory Opinions that can be made public should be posted on our website.
4. Previous annual reports as submitted to the Finance Director.
5. Copy of the 2021 Ordinance.
6. A reference Complaint Timeline for the Commission to use as needed. The Town Clerk gives the Complainant a copy of the Ordinance.

Ms. Ritter reported she feels this information will be available and useful to future commissions as there is a mandatory term limit.

9. OLD BUSINESS. There was no discussion of old business.

10. NEW BUSINESS. Mr. Scimone reported he will make available to commission members copies of various towns ordinances that may be used as a model for our Ordinance.

11. ADJOURNMENT.

MOTION (4): Mr. Wolfley moved to adjourn the Ethics Commission Regular Meeting of July 7, 2026 at 7:45 p.m. Seconded by Mr. Scimone. (6-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary