

ETHICS COMMISSION
REGULAR MEETING MINUTES
APRIL 1, 2025

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WATERFORD, CT
2025 APR -7 1P 12:22

Members Present: Betsy Ritter, Chairlady
Adam Stone
Christopher Nailon
Sara Gilman Mallari (alternate)
Cathy Patterson
Alan Messier
Paul Helvig (alternate)

ATTEST: *Daniel I. Langer*
TOWN CLERK

Also Present: Marilyn Lusher

1. Call to Order. The April 1, 2025 Regular Meeting of the Ethics Commission was called to order at 7:00 p.m. by Chairlady Ritter.
2. Pledge of Allegiance. The Pledge of Allegiance was observed.
3. Attendance. A quorum was established.

**MOTION (1): Mr. Messier moved to seat Sara Mallari and Paul Helvig.
Seconded by Mr. Stone. Ms. Mallari and Mr. Helvig abstained
from voting. (5-0-2) Motion carried.**

4. Public Comment. There was no public comment.
5. Approval of the Regular Meeting Minutes of January 7, 2025.

MOTION (2): Mr. Messier moved to approve the January 7, 2025 Regular Meeting Minutes, as presented. Seconded by Mr. Stone. Mr. Helvig abstained from voting. (6-0-1) Motion withdrawn.

The following corrections were noted: In item 8: the last sentence to be revised as follows: "Ms. Ritter will advise the Town Clerk this is not intended for public distribution." In item 10 the last sentence to be revised as follows: "Ms. Driscoll indicated further changes might come from RTM consideration of the three ordinance changes requested in the October 1, 2024 letter from the Commission to the Moderator of the RTM."

MOTION (3): Mr. Messier moved to approve the January 7, 2025 Regular Meeting Minutes, as amended in items 8 and 10. Seconded by Mr. Stone. Mr. Helvig abstained from voting. (6-0-1) Motion carried.

6. Correspondence Financial Reports were reviewed
7. Report from the Chair
 - a. Update of proposed budget request for Fiscal Year 2026. Ms. Ritter reported our budget was approved by the Board of Selectmen and Board of Finance. It will go before the RTM on May 7.
 - b. Process to access Ethics Commission files at the Waterford Police Department. Ms. Ritter reported the files are in a small locked room off the Police Chief's Conference Room inside the Police Department. Access to the conference room and to the file room is controlled via the Shift Supervisor. The file room is monitored via a 24/7 camera. The Shift Supervisor has the names of each member of the Ethics Commission and can provide access as requested by the Commission Chair. Discussion concerned the need to have two Commission members access the files at a time and to request the Shift Supervisor to notify the Commission each time the cabinet is accessed. Ms. Ritter agreed to write a letter to the Police Chief with these requests.
 - c. Update on Request to the RTM for Ordinance Changes. Ms. Ritter and Mr. Stone attended the February 16 meeting of the RTM's Subcommittee on Legislation and Administration to discuss the ordinance changes the Commission requested on October 3, 2024. The Town Attorney was present. There was discussion on the three changes and the subcommittee, after discussion with the Town Attorney, decided there will be a future meeting to continue this discussion. No date has been set.
 - d. RTM appointment of new terms for members: Adam Stone, Elizabeth Ritter and Paul Helvig. Adam Stone and Elizabeth Ritter were reappointed as commission members and Paul Helvig was reappointed as an alternate. There was discussion on the need to appoint/reappoint the Commission Chair. Discussion indicated there is no required calendar to do so and no desire to change the Chair.
8. Old Business. Adam Stone reported the most recent revision of the Complaint of Violation of Code of Ethics form was not available on the website; rather, the previous edition was still shown. Ms. Ritter will bring this matter to the attention of the Town Clerk.
9. New Business. There was no discussion of new business.
10. ADJOURNMENT.

MOTION (4): Ms. Patterson moved to adjourn the April 1, 2025 Regular Meeting at 7:35 p.m. Seconded by Mr. Nailon. (7-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary