

**CITY OF NORWALK
BOARD OF ETHICS
OCTOBER 22, 2009**

ATTENDANCE: Attorney William Fitzgerald, Chairman; Jack English, Alice Allen
Dr. Charles Stabinsky, Jim DelGreco, Elizabeth Broncati.

STAFF: Attorney Robert Maslan, Corporation Counsel

CALL TO ORDER

Mr. Fitzgerald called the meeting to order at 6:55 p.m.

PUBLIC PARTICIPATION

There was no public participation.

APPROVAL OF MINUTES

The following corrections were noted to the minutes of the September meeting: Page 2 under Ethics Handbook, 2nd sentence after Ethics Board, replace “of” with “or”; Paragraph 5: 3rd sentence, after “work on this” add “but not as a sub-committee.” Page 3 under item C, 1st sentence: replace Mr. DelGreco with Mr. Maslan.

- ** MR. DELGRECO MOTIONED TO APPROVE THE MINUTES FROM THE SEPTEMBER 24, 2009 MEETING WITH CORRECTIONS NOTED.
- ** MS. ALLEN SECONDED
- ** THE MOTION PASSED UNANIMOUSLY.

Old Business

Review Ethics Guide

Mr. Maslan distributed an edited version of the Ethics Guide, and Mr. DelGreco stated that he was not in a position to approve the changes, as he had a different version that was previously edited by Ms. Broncati. The Board members made the following comments, and Mr. DelGreco suggested the corrections be reflected with the next revision and be re-presented for review and approval.

- Mr. Fitzgerald commented that it is important to be consistent with the capitalization of the wording used throughout the guide.
- Mr. Maslan suggested the inclusion of procurement guidelines and agreed to provide a short paragraph with the language referencing Code 32 of the Norwalk City Code of Ordinances under each section as applicable.
- Dr. Stabinsky suggested to add all areas from Section 32.7 of the City Code relative to prohibited usage, influence and information.
- Ms. Allen suggested this guide be provided to all city employees upon hire or added to the City's website for reference by all citizens.

Ms. Broncati stated that she will make the agreed upon changes, along with merging the two documents to incorporate the order, merge them into one, include language and format from the final Complaint Form and redesign the flowchart.

Mr. DelGreco suggested that Ms. Broncati merge the proposed documents, make revisions to the Citizen's Guide Ethics and e-mail another draft to the board for review prior to the next meeting.

New Business

Ms. Maslan brought up an issue in the news from East Haven where the Mayor was charged with an ethics violation. He stated that the fact that it appeared in the public news was a breach of confidentiality that this Board should be prepared to address in the policies and procedures.

Mr. Delgreco proposed to schedule a special meeting on November 19, 2009 to approve the final edited version of the Ethics Guide, and to determine the next steps relative to the Board of Ethics procedures.

ADJOURNMENT

- ** MS. ALLEN MOTIONED TO ADJOURN.
- ** MR. DELGRECO SECONDED
- ** THE MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Marilyn Knox
Telesco Secretarial Services