



# STATE OF CONNECTICUT

## OFFICE OF STATE ETHICS

**CITIZEN'S ETHICS ADVISORY BOARD  
OFFICE OF STATE ETHICS  
165 Capitol Avenue, Suite 1200, Hartford, CT 06106**

### **MINUTES OF THE SEPTEMBER 19, 2024 REGULAR MEETING**

The Citizen's Ethics Advisory Board ("Board") of the Office of State Ethics ("OSE") held a Meeting on Thursday, September 19, 2024.

**Chair of the Board, Dena Castricone, called the meeting to order at 1:01 p.m.**

**The following Board members were present:**

Dena Castricone, *Chair*  
N. Beth Cook, *Vice-Chair*  
Mary Bigelow  
Charles Chiusano

Jason Farrell  
Cheryl Lipson  
Laura Schuyler

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

Peter Lewandowski, *Executive Director*  
Brian O'Dowd, *General Counsel*  
Mark Wasielewski, *Ethics Enforcement Officer*  
Marianne Sadowski, *Deputy General Counsel (virtual)*  
Marc Crayton, *Deputy Ethics Enforcement Officer*

Jennifer Montgomery, *Associate General Counsel (virtual)*  
Diane Buxo, *Assistant General Counsel*  
Carol Langevin, *Associate Accounts Examiner*  
Malissa Hurry, *Paralegal Specialist (Enforcement Division)*  
Melissa Hamilton, *Paralegal Specialist (Legal Division) & Clerk of the Citizen's Ethics Advisory Board*

**The following topics were addressed during the meeting:**

1. The minutes of the August 15, 2024 regular meeting were presented to the Board for approval.

**On the motion of Ms. Lipson, seconded by Ms. Schuyler, with Mr. Farrell abstaining, the Board voted six (6) to zero (0) to approve the Minutes of the August 15, 2024 regular meeting.**

2. The minutes of the August 12, 2024 Nominating Committee meeting were presented to the Nominating Committee members only for approval.

**On the motion of Mr. Chiusano, seconded by Ms. Schuyler, the Nominating Committee voted three (3) to zero (0) to approve the Minutes of the August 12, 2024 meeting.**

3. Chair Castricone presented her final chairperson's report by, thanking her fellow board members for their trust and confidence in her leadership, and the OSE staff for the support and collaboration during her tenure as Chair. Further, Chair Castricone provided an update regarding the October 10, 2024

Uniform Administrative Procedure Act (UAPA) hearing, and sought a hearing officer for the November hearings. Ms. Lipson volunteered. Moreover, Chair Castricone welcomed Mr. Chiusano, who presented the Nominating Committee's report concerning the nominations of the Chair and Vice-Chair officers of the Board for the 2024-2025 term. Finally, Chair Castricone presented the slate of nominations: Ms. N. Beth Cook, who was previously nominated for Chair, and Mr. Charles Chiusano, who was nominated for Vice-Chair at today's meeting.

**On the motion of Mr. Farrell, seconded by Ms. Lipson, the Board approved the following slate of nominations for the officers of the Citizen's Ethics Advisory Board 2024-2025 term:**

- N. Beth Cook – Chair
- Charles Chiusano – Vice-Chair

**The Board voted five (5) to zero (0), with Vice-Chair Cook and Mr. Chiusano abstaining, to approve the slate of nominations, as presented, for the officers of the Citizen's Ethics Advisory Board 2024-2025 term.**

4. Mr. Jason Farrell and Mr. Thomas Jones, two departing board members, were recognized by Chair Castricone on behalf of the Board for their services to the Board and the State of Connecticut. On behalf of the OSE staff, Executive Director Peter Lewandowski shared similar sentiments. Mr. Farrell, who attended the meeting in-person, addressed the Board and the staff of OSE with gratitude for their professionalism, support and collaboration during his tenure as a board member. Executive Director Lewandowski on behalf of the Board and the OSE staff presented Mr. Farrell with a commemorative gift for his service, in compliance with the Code of Ethics for Public Officials.
5. The Legal Division report was presented by General Counsel Brian O'Dowd, who noted that one of the informal requests identified as a candidate for a board opinion was withdrawn by the requestor, and the second informal request is currently being evaluated by the Division.
6. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division's report, highlighting the following items:
  - All matters that were scheduled for UAPA hearings on October 10, 2024 have been resolved.
  - The Division is in the process of finalizing the November 14, 2024 UAPA hearing calendar.
7. Associate Accounts Examiner Carol Langevin presented nine (9) client lobbyist audits, using the new template introduced at last month's meeting, for approval.

**On the motion of Vice-Chair Cook, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to approve the audit report for National Alliance on Mental Illness of CT.**

**On the motion of Mr. Chiusano, seconded by Vice-Chair Cook, the Board voted seven (7) to zero (0) to approve the audit report for National Tax Lien Association.**

**On the motion of Mr. Chiusano, seconded by Vice-Chair Cook, the Board voted seven (7) to zero (0) to approve the audit report for ADH Connecticut.**

**On the motion of Ms. Bigelow, seconded by Mr. Farrell, with Vice-Chair Cook abstaining, the Board voted six (6) to zero (0) to approve the audit report for Women's Health CT, Inc.**

**On the motion of Mr. Chiusano, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to approve the audit report for Brain Injury Alliance of Connecticut.**

**On the motion of Mr. Farrell, seconded by Ms. Schuyler, the Board voted seven (7) to zero (0) to approve the audit report for Dapkus Fireworks Inc.**

**On the motion of Mr. Chiusano, seconded by Vice-Chair Cook, the Board voted seven (7) to zero (0) to approve the audit report for CT Vineyard & Winery Association.**

**On the motion of Vice-Chair Cook, seconded by Mr. Farrell, the Board voted seven (7) to zero (0) to approve the audit report for Merritt Healthcare Holdings, LLC.**

**On the motion of Ms. Bigelow, seconded by Mr. Farrell, the Board voted seven (7) to zero (0) to approve the audit report for CLYNK, Inc.**

8. Deputy Ethics Enforcement Officer Marc Crayton presented the communicator lobbyist audits of *Capitol Consulting, LLC*, and *Connecticut Government Relations Group of Robinson+Cole, LLC*, both of which contained no findings, for approval.

**On the motion of Vice-Chair Cook, seconded by Mr. Chiusano, the Board voted seven (7) to zero (0) to approve the audit report for Capitol Consulting, LLC.**

**On the motion of Mr. Farrell, seconded by Mr. Chiusano, the Board voted seven (7) to zero (0) to approve the audit report for Connecticut Government Relations Group of Robinson+Cole, LLC.**

Deputy Ethics Enforcement Officer Crayton also provided an update on the audit for client lobbyist *NTE Energy*.

9. The Education and Communications report was presented by Executive Director Lewandowski. He recognized Assistant General Counsel Diane Buxo for her assistance in preparing this month's media report.

10. Executive Director Lewandowski presented the Executive Director's report, noting the following:

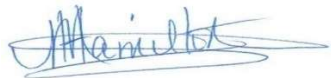
- A status update from the appointing authorities concerning the Board vacancies.
- The submission of OSE's biennium budget for fiscal years 2026 and 2027 to the Office of Policy and Management (OPM), and an upcoming meeting with OPM to discuss funding for projects to update the Lobbyist and the Statement of Financial Interests on-line filing systems.
- Concerning OSE's personnel matters, the posting for applications of the staff attorney opening in the Enforcement Division.

11. Adjournment

**On the motion of Mr. Farrell, seconded by Mr. Chiusano, the Board voted seven (7) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 1:30 p.m.

Respectfully submitted by,



Melissa Hamilton  
Clerk of the Citizen's Ethics Advisory Board  
Office of State Ethics

**November 21, 2024**

Date approved.

(By the Citizen's Ethics Advisory Board)