



# 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 APRIL 17, 2025 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, April 17, 2025.

**Chair of the Board, N. Beth Cook, called the meeting to order at 1:06 p.m.**

**The following Board members were present:**

N. Beth Cook, *Chair*

Charles Chiusano, *Vice-chair* (virtual)

Mary Bigelow

Karess Cannon

Dena Castricone (virtual)

Cheryl Lipson

Laura Schuyler (virtual)

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

Peter Lewandowski, *Executive Director*

Brian O'Dowd, *General Counsel*

Mark Wasielewski, *Ethics Enforcement Officer*

Sarah Clark, *Director of Education & Communications*

Marianne Sadowski, *Deputy General Counsel* (virtual)

Marc Crayton, *Deputy Ethics Enforcement Officer*

Diane Buxo, *Assistant General Counsel* (virtual)

Sam Rosengren, *Assistant Ethics Enforcement Officer*

Carol Langevin, *Associate Accounts Examiner*

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 March 20, 2025 regular meeting were presented to the Board for approval.

**On the motion of Ms. Lipson, seconded by Ms. Bigelow, the Board voted seven (7) to zero (0) to approve the Minutes of the March 20, 2025 regular meeting.**

2. Chair Cook presented the chairperson's report.

3. Associate Account Examiner Carol Langevin presented the client lobbyist **Oak Ridge Waste & Recycling's** audit report to the Board for approval and noted that the lobbyist has changed its name to *Interstate Waste Services* following its selection for audit and prior to the date of the audit report.

**On the motion of Vice-chair Chiusano, seconded by Ms. Castricone, the Board voted seven (7) to zero (0) to approve the audit report for Oak Ridge Waste & Recycling.**

4. General Counsel Brian O'Dowd presented the Petition for Advisory Opinion submitted by Daniel O'Keefe, Commissioner of Connecticut Department of Economic and Community Development. Mr. O'Dowd recommended that the Board approve the Petition.

**On the motion of Ms. Lipson, seconded by Ms. Cannon, the Board voted seven (7) to zero (0) to approve the Petition for Advisory Opinion submitted by Daniel O'Keefe.**

5. General Counsel O'Dowd presented draft Advisory Opinion No. 2025-2 in response to the approved Petition submitted by Daniel O'Keefe, Commissioner of Connecticut Department of Economic and Community Development.

**On the motion of Ms. Bigelow, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to approve draft Advisory Opinion No. 2025-2.**

6. General Counsel Brian O'Dowd presented the Legal Division report.
7. Ethics Enforcement Officer Mark Wasielewski presented the Enforcement Division report and noted that because there are no matters on the June calendar for an enforcement hearing pursuant to the Uniform Administrative Procedure Act (UAPA), the selection of a Hearing Officer to preside over such hearings is not required at this time. The Hearing Officer selection process will resume at the next Board meeting.

Mr. Wasielewski further highlighted the following:

- The Enforcement Division concluded its initiative to address untimely filings of lobbyist reports that were due on January 10, 2025, and reported that the Enforcement Division collected \$2,530 in penalties, as a result.
  - The Division is currently addressing untimely filings of lobbyist reports that were due on April 10, 2025, and, as a result, has issued immediate notices to client lobbyists meeting the criteria requiring immediate notices and extended a grace period to the other lobbyists that did not timely file their 2025 first quarter financial disclosures.
  - Mr. Wasielewski reminded the Board about the probable cause hearing on June 5, 2025, concerning confidential matter Docket No. 2024-37, and that, if probable cause is found by the Judge Trial Referee, a Board hearing must be commenced within thirty (30) days, where Board members will serve as the jury.
  - Confidential matter Docket No. 2024-14 required the Board's attention and was presented to the Board during today's closed session. (Materials distributed prior to meeting.)
8. Education & Communications Director Sarah Clark presented the Education & Communications report and highlighted: (1) the joint efforts of Ann Morgan and Alaaeldin Ali (AI) of the Information Technology Division and Ms. Clark in supporting SFI filers and assisting with the completion of their SFI filings, and Ms. Clark's collaboration with agencies to update their required SFI filers lists; (2) updates to the OSE's internal ethics policy are under review; (3) updates made to the "CEAB Member Overview" which describes the responsibilities and requirements of Citizen's Ethics Advisory Board membership; (4) new trainings added to the calendar.

9. Executive Director Lewandowski presented his report addressing the following items:

- The Remaining Board Vacancy. The Office of the Governor has informed OSE that they have selected a candidate for the remaining Board seat. The individual is currently traveling, and the appointment cannot be finalized until his return, which is anticipated to take place before the Board's May meeting.
- 2024 SFI Filing Season. Two weeks remain until the deadline for filers to file their 2024 SFIs. Mr. Lewandowski complimented: (1) Education & Communications Director Clark's outreach to ethics liaisons to ensure that OSE has appropriate designated filer lists; and (2) Information Technology Analyst II Al's steadfast support in handling the SFI system challenges and improvements.
- Review of OSE's Ethics Policy. OSE's internal ethics policy, which applies to the staff and the Board, is under review. A draft is anticipated for review and feedback by the Board's May 15, 2025 meeting.
- COGEL. COGEL Connect is a service provided by COGEL that is comprised of monthly online panels on various topics (such as ethics, elections, freedom of information, lobbying, and campaign finance). All OSE staff and Board members are members of COGEL and can participate in all COGEL's offerings, including COGEL Connect.

10. Mr. Lewandowski then presented the legislative update, noting that OSE's legislative proposals, **HB 6931** and **SB 1296** are in line for action! The proposals are currently on both the House and the Senate's calendars.

Also in line for action are two ethics-related bills, **SB 1227** and **HB 6848**, raised by the Government Administration and Elections Committee.

Finally, the substitute language for Section 4 of **HB 6858**, provided by OSE, has been adopted by the General Law Committee and inserted as a joint favorable substitution bill. This bill is also on the calendar and ready for action.

11. Chair Cook noted that no members of the public were present (either in-person or virtually) to provide public comment. She further noted that no executive session was required.

12. Closed Session

**On the motion of Vice-chair Chiusano, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to enter a Closed session to discuss status of matters that are confidential pursuant to General Statutes §§ 1-82a and 1-93a.**

At 1:34 p.m., the Board entered a Closed session.

The following Board members were present for the Closed session:

N. Beth Cook, *Chair*  
Charles Chiusano, *Vice-chair* (virtual)

Dena Castricone (virtual)  
Cheryl Lipson

Mary Bigelow  
Karess Cannon

Laura Schuyler (virtual)

The Board exited the Closed session at 1:45 p.m.

Upon exiting the Closed session, a motion was made to approve the Stipulation and Consent Order in Docket No. 2024-14, which was discussed in the Closed session.

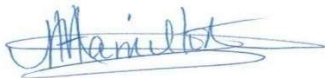
**On the motion of Vice-chair Chiusano, seconded by Ms. Castricone, the Board voted seven (7) to zero (0) to approve the Stipulation and Consent Order in Docket No. 2024-14.**

13. Adjournment

**On the motion of Vice-chair Chiusano, seconded by Ms. Lipson, the Board voted seven (7) to zero (0) to adjourn the meeting.**

The meeting was adjourned at 1:47 p.m.

Respectfully submitted by,



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

May 15, 2025

Date approved.

(By the Citizen's Ethics Advisory Board)