



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 18, 2025 REGULAR MEETING

The Citizen's Ethics Advisory Board (Board) of the Office of State Ethics (OSE) held a Meeting on Thursday, September 18, 2025.

Chair of the Board, N. Beth Cook, called the meeting to order at 1:00 p.m.

The following Board members were present:

N. Beth Cook, *Chair*
Charles Chiusano, *Vice-chair*
Dena Castricone
Meaghan Cooper

Kenneth Greenberg
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*
Sarah Clark, *Director of Education & Communications*
Marianne Sadowski, *Deputy General Counsel*
Marc Crayton, *Deputy Ethics Enforcement Officer (virtual)*

Diane Buxo, *Assistant General Counsel*
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*
Malissa Hurry, *Paralegal Specialist (Enforcement Division)*

The following topics were addressed during the meeting:

1. The Minutes of the August 21, 2025 Regular meeting were presented to the Board for approval.

On the motion of Ms. Lipson, seconded by Vice-chair Chiusano, with Ms. Castricone and Ms. Cooper abstaining, the Board voted five (5) to zero (0) to approve the Minutes of the August 21, 2025 Regular Meeting.

2. The Minutes of the August 18, 2025 Special meeting of the Nominations Committee were presented to the Committee members for approval.

On the motion of Ms. Castricone, seconded by Ms. Schuyler, the Nominations Committee voted two (2) to zero (0) to approve the Minutes of its August 18, 2025 Special meeting.

3. Chair Cook presented the chairperson's report, congratulating Vice-chair Chiusano on his re-appointment to the Board. She further commented on the dedication and contributions to the mission of the Board and OSE by two departing board members, Ms. Mary Bigelow and Ms. Castricone.

Chair Cook invited Mr. Greenberg to join the Municipal Ethics subcommittee as its chairperson (a position held by outgoing member Ms. Bigelow) based on his expertise, and he accepted. She also invited other Board members to join the subcommittee, and former subcommittee members Vice-chair Chiusano and Ms. Lipson expressed interest in continuing to serve on the subcommittee. Chair Cook expressed interest in also continuing to serve on the subcommittee.

4. Executive Director Lewandowski recognized the departing board members' contributions to the OSE. Ms. Mary Bigelow of Northford has served for 15 years, and Ms. Dena Castricone of North Haven has served for 10 years, including as Board Chair. On behalf of the OSE, he expressed appreciation and admiration for their years of service, commitment, wisdom and professionalism. As a token of appreciation, he presented each member with a small gift with the inspiration of their names and lengths of service on the Board.

Ms. Castricone reflected on lessons learned during her tenure on the Board, and the pleasure it has been in working with such dynamic board members and OSE staff.

5. Associate Accounts Examiner Langevin presented four (4) client lobbyist audit reports to the Board for approval:

(i) CT State Police Union

On the motion of Ms. Castricone, seconded by Vice-chair Chiusano, the Board voted seven (7) to zero (0) to approve the audit report for CT State Police Union.

(ii) Highland Medical Products, Inc.

On the motion of Ms. Castricone, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve the audit report for Highland Medical Products, Inc.

(iii) Wall Street Theater Company

On the motion of Vice-chair Chiusano, seconded by Ms. Castricone, with Mr. Greenberg abstaining, the Board voted six (6) to zero (0) to approve the audit report for Wall Street Theater Company.

(iv) Rivian Automotive

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 Rivian Automotive.

6. General Counsel O'Dowd presented Draft Advisory Opinion No. 2025-3, to the Board for approval.

Petitioner, Cynthia Cartier, attended the meeting remotely, and addressed the Board concerning her Petition for Advisory Opinion and the Draft Advisory Opinion. Ms. Schuyler asked the Petitioner about the potential overlapping of her Department of Social Services' work with her outside work, specifically her advisement on Medicaid qualification, will drafting, and special needs trust planning, and the Petitioner replied that she (1) works with young families under the age of 60 years old, who are not

eligible for Medicaid; (2) refers matters of elder law to other attorneys, and (3) does not offer the service of special needs trust planning in her outside work.

On the motion of Ms. Castricone, seconded by Mr. Greenberg, the Board voted seven (7) to zero (0) to approve Draft Advisory Opinion No. 2025-3.

7. Mr. O'Dowd presented the Legal Division report.
8. Ethics Enforcement Officer Wasielewski requested a board member to serve as the November 13, 2025 Uniform Administrative Procedure Act (UAPA) hearing officer, and Ms. Lipson volunteered. The Board was reminded that Chair Cook has volunteered to serve as the October 9, 2025 UAPA Hearing Officer.

Mr. Wasielewski then presented the Enforcement Division report, highlighting the following items:

- All pending matters involving Statements of Financial Interests and Client Lobbyist Second Quarter Financial Disclosure Reports (ETH-2Ds) have been resolved or dismissed for cause.
 - The Division collected \$2,540.00 in fines associated with the enforcement of the above matters.
 - The probable cause hearing in Docket No. 2024-37 is scheduled to be held on October 3, 2025.
9. Education & Communications Director Sarah Clark presented this month's written Education & Communications report calling attention to, among other things:
 - The continued strong demand for training, with development of the new *Lobbyist 2.0* program underway and the agency's online module now featured on the State's central HR/training hub.
 - A redesigned Governor's Digest submission and collaborative presentations to executive branch legal directors.
 - Upcoming updates and enhancement of guidebooks to expand educational resources in support of OSE's mission of compliance through education.
 10. Executive Director Lewandowski presented his report, addressing the following items:
 - **Personnel Matters**. In light of Ms. Bigelow's and Ms. Castricone's departure from the Board, appointing authorities are actively vetting potential candidates to join the Board.
 - **Budget**. Adjustments to fiscal year 2027 budget, which proposed correction to the operating expenses, and addressed a small deficit in the overall budget (under personal services), were completed and submitted to the Office of Policy and Management.
 - **Legislative Proposals**. It is anticipated that legislative proposals will be presented to the Board at its November meeting.

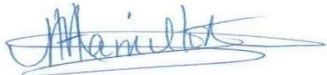
- **The Digest of Administrative Reports to the Governor**. Mr. Lewandowski thanked the staff for their contributions to the preparation of the recent digest, which has been submitted. A copy can be found, among other state agencies' digests, on the Secretary of the State's website.

11. Adjournment

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

The meeting was adjourned at 1:24 p.m.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Melissa Hamilton", with a horizontal line drawn underneath it.

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

October 16, 2025

Date approved.

(By the Citizen's Ethics Advisory Board)