

ETHICS COMMISSION  
MINUTES OF MEETING  
March 16, 2011

Present : Julia Kushigian-Secor, Chair, Jane Coville, David Cavasino, Patricia Collins,  
Atul Shah

Excused : Kristin Pfefferkorn, Louisa Miner

Atul Shah served as Acting Secretary, substituting for Recording Secretary Judy Kunkel

Call to Order : Meeting was called to order by Chairperson Julia Kushigian-Secor at 7:39 pm

Approval of Minutes : David Cavasino moved that the minutes from the February 16, 2011 meeting be approved, Jane Coville seconded and the minutes were unanimously approved.

Review of Correspondence :

A review of a backlog of correspondence produced a number of items that were received:

- 1) Budget related information. The commission had spent \$208 thus far.
- 2) Reminders to submit an Annual Report for the Ethics Commission. Julia Kushigian-Secor indicated that an Annual Report had been previously submitted but apparently not received. The Chair delivered copies to Town Hall yesterday.
- 3) An anonymous, undated letter signed by a "Concerned Taxpayer, Town of Waterford" had been received which raised a potential area of concern. After some discussion, it was proposed that, since it was not a formal complaint, copies of the letter should be forwarded to the First Selectman, Town Attorney, and Moderator of the Representative Town Meeting for clarification of the issue. David Cavasino moved that the Commission proceed with the proposal, Jane Coville seconded and it was unanimously agreed upon.

Old Business

No correspondence has yet been received from the Representative Town Meeting regarding proposed modifications to the "Declaration of policy and purpose" of the Ethics Commission (Section 2.50.010 in the Town Charter).

New Business : None

Adjournment : David Cavasino moved that the meeting be adjourned; Atul Shah seconded; adjourned at 8:02 pm.

Respectfully submitted,

Atul Shah, Acting Secretary