



REGULAR MEETING – BOARD OF ETHICS AGENDA

**MARCH 27, 2025, 7:00 PM
ZOOM AND COUNCIL CHAMBERS**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Brian Candela at bcandela@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ACCEPTANCE OF MINUTES**
 - A. **Regular Meeting: February 27, 2025**
- IV. **PUBLIC PARTICIPATION**
- V. **OLD BUSINESS**
 - A. **Discuss the Board of Ethics' slides and the accompanying education/training programs for the City and its Officers and Employees.**
- VI. **NEW BUSINESS**

A. Discuss and vote on new chair of the Board of Ethics

B. Discuss and vote on revisions to City Code § 32-11 – Subsequent Employment

VII. DISCUSSION

VIII. EXECUTIVE SESSION

A. If any ethics complaints are received prior to the meeting, it is anticipated that the Board of Ethics will enter into executive session to consider same.

IX. ADJOURNMENT

**CITY OF NORWALK
BOARD OF ETHICS REGULAR MEETING
FEBRUARY 27, 2025
ZOOM VIRTUAL MEETING**

ATTENDANCE: Michelle Sawyer, Patricia Toni, Patricia Agudow, Amy Ayala

STAFF: Brian Candela, Esq.

I. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

Mr. Candela discussed the recordings, which are brief synopses of various sections in the Code of Ethics. He stated that once they are complete, they will be submitted and posted on the Code of Ethics website along with a citizen's guide and the code itself. He indicated that the next step would be a symposium or seminar explaining the code.

II. ROLL CALL

The roll was called as reflected above

III. ACCEPTANCE OF MINUTES

A. Draft minutes from the September 26, 2024 Board of Ethics meeting

Ms. Toni said that the word chairman should be removed from the attendance portion of the minutes.

**** MS. AGUDOW MOVED TO APPROVE THE MINUTES AS AMMENDED.
** MS. TONI SECONDED THE MOTION
** THE MOTION PASSED UNANIMOUSLY**

IV. PUBLIC PARTICIPATION

There was no public participation.

V. OLD BUSINESS

A. Discuss the Board of Ethics' slides and the accompanying education/training programs for the City and its Officers and Employees

Mr. Candela explained that five sections still needed to be summarized in short videos. He stated this was to provide members of the public and city employees with a synopsis of what each section of the code means.

Ms. Agudow was interested to know where the slides would be posted. Mr. Candela stated it was his understanding that when the videos were complete they would be sent to HR for review and then be uploaded to the Board of Ethics city website. He remarked they had reached out to multiple departments for help getting everything finalized. Now it was just a question of promotion. Mr. Candela suggested putting together the board members' thoughts on the subject. He continued by saying these thoughts could be presented at the next meeting. Ms. Sawyer noted that as long as the videos are on the ethics page other pages on the website can provide a link to them.

Mr. Candela went on to describe what the videos would entail. He asked if the board members would take on producing the last five videos.

Ms. Agudow stated she would like to see a strong recommendation as to how the material would be promoted. She questioned whether the material would be optional or required.

Ms. Sawyer offered to compile the member's thoughts and ideas. She stated she would then submit them to the board for approval before bringing them up at the next meeting. Mr. Candela noted to avoid a possible FOIA violation members could make a list and send it to him. He then stated he could send out a summary. For the sake of transparency, the items would then be discussed at the next meeting. He pointed out that whether it would be mandatory or recommended would be up to HR or the Mayor's office.

VI. NEW BUSINESS

There was no new business to discuss.

VII. DISCUSSION

There was no discussion on other topics.

VIII. ADJOURNMENT

**** MS. SAWYER MOVED TO ADJOURN THE MEETING.
** MS. AGUDOW SECONDED THE MOTION.
** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:30 p.m.

Respectfully submitted
China Mayhew
Telesco Secretarial Services.

§ 32-11. Subsequent employment. [Amended 9-24-2019]

- A. An Individual who has served as an Officer or Employee shall not within one year after termination of his or her service, assist any third party, for monetary or other valuable compensation, before the Agency for which the Officer or Employee served or was employed, in any matter in which said Officer or Employee participated personally and substantially during his or her service with the City.
- B. No Agency shall employ any Individual who has served as an Officer of the Agency during the preceding 12 months or any Immediate Family member of an Individual who has served as an Officer of the Agency during the preceding twelve (12) months. Notwithstanding the other provisions of this code, the Medical Director shall be exempt from this restriction.