

MINUTES OF NORWICH ETHICS COMMISSION MEETING
March 14, 2022
VIRTUAL MEETING

MEMBERS PRESENT: Chair Scott Camassar and Robin Lawson

MEMBERS ABSENT: Vice Chair Karen Lucas

ALTERNATES PRESENT: Lori Ploof was seated as a regular member.

ALTERNATES ABSENT: Robert Drozynski

OTHERS PRESENT: Kathryn Crees, Community Development Director, City of Norwich

1. Call to order: Chair Scott Camassar called the March 14, 2022 meeting to order at 5:05 PM.
2. Determination of Quorum: It was determined a quorum was present.
3. Approval of Minutes: The minutes were not presented.
4. Citizen Comment: None presented.
5. Old Business: None presented.
6. New Business: Chair Camassar presented Request for Advisory Opinion 2022-01 which had been received by the City Clerk's Office on 2/25/22. The request had been emailed to all members prior to the meeting.

Chair Camassar asked Kathryn Crees, Director of Community Development, to explain her request in more detail. Ms. Crees explained that the Community Development Department makes grants through the federally funded Community Development Block Grant (CDBG) program. The City Council appoints a volunteer Community Development Advisory Board (the Board). This Board makes recommendations to the City Council on which organization's grants to fund through CDBG. The Community Development Director makes an initial qualifying decision on the grant proposals before the Board.

A member of the Board has made an application to the CDBG program for funding on behalf of a group. If approved, he would directly receive funding as the executive director of the group. Ms. Crees would like an advisory opinion on the apparent conflict of interest.

Detailed discussion ensued regarding the CDBG grant making process, the group's application and the Code of Ethics. Chair Camassar read the relevant sections of the Code of Ethics aloud.

The Ethics Commission agreed that Chair Camassar would draft a written response and send it to members for review. The letter will be finalized and sent to Ms. Crees within a week or two.

7. Adjournment: On a motion to adjourn by Lori Ploof, seconded Robin Lawson, the meeting of the Ethics Commission adjourned at 5:28 PM.