

**Ethics Committee Minutes
Town of Killingworth, CT**

Date: February 3, 2025

Location: Hybrid (Remote Access/Town Hall, Killingworth, CT)

Members in Attendance: Robert Rimmer (Chairperson). Gail Buller (Clerk), Michele Amendola, Derek Phelps, Karen Perry, Ellen Oppenheimer

Guests: None

Call to Order: The meeting was called to order by R. Rimmer at 7:00pm.

Approval of Previous Minutes:

- A motion to approve the minutes of the meeting held on December 4, 2024, was made by K. Perry and seconded by E. Oppenheimer. The minutes were approved unanimously.
- A motion to approve the minutes of the meeting held on January 6, 2025, was made by G. Buller and seconded by M. Amendola. The minutes were approved 4-0. K. Perry and E. Oppenheimer did not participate in this vote.

Continuing Business:

- **Drafting a Code of Ethics**
 - The committee members discussed how we should define the persons held to the Code of Ethics. It was decided unanimously that the definition of “town officer” shall remain as is for the time being.
 - The committee members discussed the inclusion of a section on harassment and discrimination. M. Amendola, E. Oppenheimer, and G. Buller expressed a desire to leave the section in the Code because it is not included elsewhere such as in Town bylaws. K. Perry and D. Phelps felt that some more research is required to see if the elements are covered in another document or state statute. R. Rimmer mentioned the possibility of the Connecticut Human Rights and Opportunity Commission (CHRO) being responsible for matters such as this. It was decided to leave a decision on the inclusion of this section to a later date.
 - The committee discussed what enforcement would look like and it was decided that the Code would be created with the assumption that an Ethics Commission would be formed and would deal with enforcement, whether unilaterally or with the Board of Selectmen.
 - E. Oppenheimer expressed the need to define what elements we will include as far as job posting and putting in bids and how those procedures need to be conducted ethically.

- [Action item]: Continue to think broadly about what elements should be included in the Code so that the Committee can come to a consensus before beginning to write the Code.
- [Action item]: K. Perry will provide the Committee with state statutes regarding municipalities having an Ethics Commission.

Adjournment: Meeting adjourned at 8:23pm.

Next Meeting: March 3, 2025, 7:00pm, Killingworth Town Hall and virtually through Teams (link on town calendar).

Minutes Prepared by: Gail Buller