

**TOWN OF PORTLAND  
ETHICS COMMISSION  
Regular Meeting  
July 27, 2022  
7:00 P.M.  
Portland, Connecticut 06480**

Present: Commissioners Jim Motes, chairman; Donna Cote, secretary; Patrick Moynihan, Katelyn Puorro, Jay Swanson

**1. Call to order**

Jim Motes called the regular meeting to order at 7:05 PM in the Van Beynum Room in the Public Library located at 20 Freestone Avenue, Portland, Connecticut.

**2. Approve Minutes from July 12, 2022 Meeting:** approved.

**3. Public Comment:** none

**4. Request for Advisory Opinion (RAO): AO 2022-02**

Jay Swanson abstained from the discussion and vote. The request for an advisory opinion was reviewed, and it was the unanimous recommendation of the commission, with one abstention, that the applicant be advised that he is not in a position to accept commissions from vendors, even though the bonus would be submitted as a donation to the town, minus taxes, reference E.O. Section 3(BB)(11). Chairman Motes will advise the person seeking the advisory opinion of the recommendation by the ethics commission.

**5. Discussion of Ethics Commission goals and objectives**

The tasks of the Ethics Commission are to issue advisory opinions, issue complaint opinions, review the Town's ethics ordinance and review training certificates completed by Town employees, elected officials and volunteers on committees and commissions. Three areas of administration are not addressed in the ethics ordinance:

1. Remedy for non-compliance of training certificates
2. Timing of the completion of the certificates
3. Duration of record retention of the certificates

The ethics commission will discuss these items at its next regular meeting.

**6. Adjournment**

Jim Motes made motion to adjourn the meeting, motion seconded by Jay Swanson that the meeting adjourn at 8:01 PM.

Respectfully submitted,

Donna Cote  
Secretary