



**ETHICS ADVISORY BOARD
SPECIAL MEETING
MONDAY, MARCH 16, 2026
4:00 PM**

<u>Location</u>	<u>Commissioners</u>	<u>Alternates</u>
Board Room District Headquarters 555 Main Street, Hartford	Desai Patel Tierinni	Gardow Gentile

Dial in #: (415)-655-0001
Access Code: 2314 841 3954 #
[Meeting Video Link](#)

Quorum: 2

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1. CALL TO ORDER
 2. ELECTION OF CHAIRPERSON
 3. ELECTION OF VICE-CHAIRPERSON
 4. PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS
 5. APPROVAL OF MEETING MINUTES OF FEBRUARY 5, 2024
 6. DISCUSSION AND POTENTIAL ACTION RE: 2026 COMMISSIONER DISCLOSURE FORMS SUBMITTED LATE
 7. DISCUSSION AND POTENTIAL ACTION RE: 2026 COMMISSIONER DISCLOSURE FORMS NOT SUBMITTED
 8. OPPORTUNITY FOR GENERAL PUBLIC COMMENTS
 9. COMMISSIONER REQUESTS FOR FUTURE AGENDA ITEMS
 10. ADJOURNMENT

B6d DISCLOSURE OF INTEREST

No officer, Commissioner, Citizen Member or employee shall engage in or participate in any business or transaction, including outside employment with a private business, or pursue an interest, directly or indirectly, which is incompatible with the proper discharge of his or her official responsibilities in the public interest or which would tend to impair his or her independent judgment or action in the performance of official responsibilities.

- (a) If any officer, Commissioner, Citizen Member or employee has a personal interest, or a member of his/her immediate family has a financial or personal interest, in any matter coming before, or which has been before, the District Board, or any of its Bureaus, Commissions or Committees, or if there is any matter, the consummation of which is incompatible with the proper discharge of official duties, such officer, Commissioner, Citizen Member or employee shall so advise such body. If such officer, Commissioner, Citizen Member or employee is a member of such body, he or she shall refrain from voting upon or otherwise participating in the consideration of such matter or any determination in connection therewith by such body, and shall not be present at any executive session of such body at which such matter is considered. Notwithstanding the prohibition in subsection (a), such officer, Commissioner, Citizen Member or employee may vote or otherwise participate in a matter if it involves a determination of general policy and the interest is shared with a substantial segment of the population of the municipality; provided, in the case of a Commissioner, said Commissioner shall not preside over any meeting or hearing involving such matter.
- (b) On or before January 31 of each year or within thirty (30) days of appointment, each Commissioner and Citizen member shall file an acknowledgment of the Code of Ethics and Disclosure of Potential Conflict of Interests, on a form to be provided by the Office of District Counsel.

The statement shall include the following information regarding the individual required to file the statement and the individual's immediate family:

- (1) A disclosure of any business transaction with the District;
- (2) The disclosure of any business or family relationship with any Commissioner, Citizen Member, officer or employee of the District;
- (3) The disclosure of any family relationship with any third-parties having a business relationship with the District (i.e., a family member acting as an officer, employee or member of third-party);
- (4) An affirmative attestation that the Citizen Member or Commissioner is in full compliance with all eligibility requirements for said office;

(5) A broad statement of disclosure of any other known potential conflicts of interest.

The statement filed pursuant to this section shall be a matter of public information. Any individual who is unable to provide information required under the provisions this section by reason of impossibility may petition the Ethics Advisory Board for a waiver of the requirements. Any individual who fails to file the statement of financial interests or other information as required by this section and is found by the Ethics Advisory Board to be in violation of this section, shall be reported to the District Board and to their respective appointing authority for possible action.

(Adopted January 16, 1996)

(Revised November 2, 2022)

**ETHICS ADVISORY BOARD
SPECIAL MEETING
The Metropolitan District
555 Main Street, Hartford
Monday, February 5, 2024**

PRESENT: Commissioners Dimple Desai, Bhupen Patel and James Woulfe (3)

ABSENT: Commissioners Peter Gardow [Alternate] and Joan Gentile [Alternate] (2)

ALSO

PRESENT: District Chairman Donald Currey
Commissioner John Avedisian
Commissioner Avery Buell
Commissioner Esther Clarke
Commissioner Allen Hoffman
Commissioner Diane Lewis
Commissioner Jackie Mandych
Commissioner Alvin Taylor
Scott W. Jellison, Chief Executive Officer
Christopher Stone, District Counsel
John S. Mirtle, District Clerk
Kelly Shane, Chief Administrative Officer
Susan Negrelli, Director of Engineering
Robert Schwarm, Director of Information Services
Tom Tyler, Director of Facilities
Dave Rutty, Director of Operations
Dylan Pecego, IT Consultant (Remote Attendance)
Carrie Blardo, Assistant to the Chief Operating Officer
Julie Price, Executive Assistant

CALL TO ORDER

District Counsel Christopher Stone called the meeting to order at 5:01 PM

PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS

No one from the public appeared to be heard.

ELECTION OF CHAIRPERSON

District Counsel Stone called for the election of the Chairperson. Commissioner Patel placed Commissioner James Woulfe's name in nomination and the nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Woulfe was elected Chairperson of the Ethics Advisory Board for 2024 and 2025. Chairman Woulfe assumed the Chair and thanked the Internal Audit Committee.

ELECTION OF VICE CHAIRPERSON

Chairman Woulfe called for the election of the Vice Chairperson. Chairman Woulfe placed Commissioner Bhupen Patel’s name in nomination and the nomination was duly seconded.

There being no further nominations, the nominations were closed. Commissioner Patel was elected Vice Chairperson of the Ethics Advisory Board for 2024 and 2025.

OPPORTUNITY FOR GENERAL PUBLIC COMMENTS

No one from the public appeared to be heard.

ADJOURNMENT

The meeting was adjourned at 5:03 PM

ATTEST:

John S. Mirtle, Esq.
District Clerk

Date of Approval