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2023 MAY -1 P 1:50

**Town of Branford  
Board of Ethics  
Thursday April 27, 2023, 7 p.m. EST  
Joe Trapasso Community House**

*Kae Arpin*  
BRANFORD TOWN CLERK

**Special Meeting Minutes**

Board of Ethics Meeting scheduled for Thursday April 27, 2023, was called to Order by Chairman Nelson at 7:00 pm EST pursuant to the meeting notice. In attendance were Board Members, Joseph Corradino, John Leonard, Bill Donaruma, and Kyle Nelson (Chairman). In attendance invited guests Nancy Drevins, Kathy LaBanca, Lisa Frione, and Robert Imperato. Others in attendance Lisa Arpin, James Finch, and Angie Higgins.

Following the written letter request of each of the individual's listed below the Board received answers to questions raised as part of the Board's investigation into Complaint #21-001.

Nancy Drevins responses to the following questions:

- Regarding your tax payment made at Town Hall on 4/21/2021, were you aware of delinquent interest on your account? **Ms. Drevins responded "No".**
- If so, were you aware that the then Tax Collector, Ms. Roberta Gill-Brooks improperly processed your payment to remove those delinquent interest? **N/A, given response to prior question.**
- Did you provide anything of value to Ms. Roberta Gill-Brooks or her immediate family as a result clearing of delinquent interest on your account. Please see the attached copy of our Code of Ethics (specifically see § 38-3. Gifts; disclosure of interest; conflicts of interest) for reference. **Ms. Drevins responded "No".**

Lisa Frione (Smedley/Amendola Trucking) responses to the following questions:

- Regarding your request for the Tax Collectors office to release motor vehicle registrations while Smedley Amendola Trucking owed back taxes, did you know that was against regulations. **Ms. Frione responded "Yes".**
- To your knowledge, did any Branford tax collector prior to Ms. Roberta Gill-Brooks taking office, release motor vehicle registrations while Smedley Amendola Trucking owed back taxes? **Ms. Frione confirmed that tax collectors prior to Ms. Gill-Brooks also accepted partial payments to then release motor vehicle regulations.**
- To your knowledge, did you or anyone employed at Smedley Amendola Trucking provide anything of value to Ms. Roberta Gill-Brooks or her immediate family as a

result improperly releasing motor vehicle registrations? Please see the attached copy of our Code of Ethics (specifically see § 38-3. Gifts; disclosure of interest; conflicts of interest) for reference. **Ms. Frione responded "No"**.

Kathy LaBanca (Assistant Finance Director, Town of Branford) responses to the following questions:

- As part of your office's review of the improper payment procedure for Nancy Drevins did you or your staff identify any activity by the former tax collector, Ms. Robert Gill-Brooks that would be in violation of § 38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Code of Ethics. **Ms. LaBanca responded "No"**
- As part of your office's review of the improper release of several motor vehicle registrations for Smedley Amendola Trucking, did you or your staff identify any activity by the former tax collector, Ms. Robert Gill-Brooks that would be in violation of § 38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Code of Ethics. **Ms. LaBanca responded "No"**.

Robert Imperato (Tax Collector, Town of Branford) responses to the following questions:

- As part of your office's review of the improper payment procedure for Nancy Drevins did you or your staff identify any activity by the former tax collector, Ms. Robert Gill-Brooks that would be in violation of § 38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Code of Ethics. **Mr. Imperato responded "No"**
- As part of your office's review of the improper release of several motor vehicle registrations for Smedley Amendola Trucking, did you or your staff identify any activity by the former tax collector, Ms. Robert Gill-Brooks that would be in violation of § 38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Code of Ethics. **Mr. Imperato responded "No"**.

Roberta Gill-Brooks (Respondent) was not in attendance but submitted a letter in response to the questions raised by the Board. A copy of that response is included with these minutes (Attachment 1).

At approximately 7:30pm, Board Member Corradino made a motion to go into executive session for deliberations on the complaint. Motion was seconded by Board Member Leonard. Vote passed 4-0.

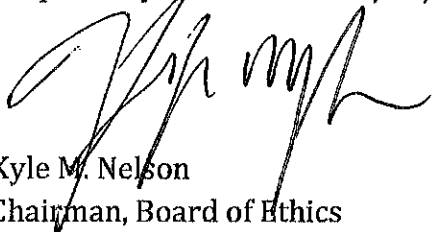
At approximately 8:00pm, Chairman Nelson called the regular meeting back to order and noted with no votes taken while in Executive Session.

Board Member Corradino made a motion that the findings of the investigation of Complaint #21-001 failed to establish a violation of Branford's Code of Ethics. Motion was seconded by Board Member Leonard. Vote passed 4-0.

Board Member Corradino made a motion that the Board consider Complaint #21-001 closed and issue the Memorandum (Attachment #2) and distribute pursuant to the Boards' charter. Motion seconded by Board Member Donaruma. Vote passed 4-0.

At approximately 8:45pm, Board Member Corradino made a motion to adjourn, motion seconded by Board Member Donaruma. Vote passed 4-0.

Respectfully Submitted on 4/27/2003,

A handwritten signature in black ink, appearing to read 'Kyle M. Nelson', written over a printed name and title.

Kyle M. Nelson  
Chairman, Board of Ethics  
Town of Branford

**Attachments:**


Response Letter from Roberta Gill-Brooks  
Memorandum of Decision of the Board

Attachment #1

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2023 MAY -1 P 12: 25

Mr. Kyle M. Nelson  
Chairman, Board of Ethics  
Town of Branford  
24 Reynolds Av.  
Branford, CT 06405

  
BRANFORD TOWN CLERK

April 21, 2023

Dear Mr. Nelson,

I am in receipt of your letter requesting my appearance at the Branford Board of Ethics hearing scheduled for Thursday, April 27<sup>th</sup> at 7pm at the Joe Trapasso Community Center. Unfortunately, once again, I am not available on that evening due to a prior family related commitment.

I am **eager and willing** to assist the Board with moving forward in this investigation of potential violation of the Branford Board of Ethics pursuant to Complaint #21-001. To that end, I respectfully request the following:

- 1) I respectfully request Board's acceptance of my written replies below to the questions regarding the two non-compliant tax issues, until such time that the Board requests my in-person appearance for additional information on a date/time that I am available to appear:

- a. **Regarding the Drevins case:**

Answers: **Yes.** Ms. Drevins **was aware** of the delinquent interest owed.

**No.** Ms. Drevins **DID NOT** provide any gifts to me or to members of my immediate family.

**No.** There **weren't** any actions taken by me that would violate "38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Board of Ethics.

- b. **Regarding Smedley Amendola Trucking case:**

Answers: **Yes.** **Lisa Frione** at Smedley Amendola Trucking, **and others** **were** aware of the requirement to be current on tax payments for motor vehicle registrations to be cleared by the Tax Collector.

**No.** No one at Smedley Amendola Trucking provided any gifts to me or to members of my immediate family.

**No.** There **weren't** any actions taken by me that would violate "38-3. Gifts; disclosure of interest; conflicts of interest" of the Branford Board of Ethics.

- 2) As eager as I am to get this matter resolved, I am not available to attend the hearing scheduled for April 27<sup>th</sup> due to a family obligation, and therefore, further ask for an alternate date.

I hope that the above responses are helpful and sufficient, for the time being, to keep this matter moving toward conclusion.

I would like to reiterate, it had been **over 12 months** since I had been contacted in any way, shape, or form in relation to this matter and required needed time to review, and recall matters that occurred over **two years ago**, without access to any records to support my own side, and time to discuss them with private/personal counsel.

Thank you.

*Roberta Gill-Brooks*

Roberta Gill-Brooks  
81 Main St., Rockledge #46  
Branford, CT 06405

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2023 MAY -1 P 12: 25

**Town of Branford  
Board of Ethics  
Memorandum of Decision of the Board**

*Neil Starnin*  
BRANFORD TOWN CLERK

**Complaint #21-001**

Pursuant to the Branford Code of Ethics, the Board has conducted a preliminary investigation and determined that there was probable cause to believe that Roberta Gill-Brooks violated 38-3 of the Code as presented in Complaint #21-001. Upon a hearing of the complaint at which the respondent was afforded the notice to appear, cross examine witnesses, call witnesses in her own behalf, and have the assistance of counsel, which the respondent waived, but did submit written testimony, the Board unanimously found the allegations in the complaint were not established by the evidence and determined there was no violation of code.

The Board received evidence that supported the conclusion that the respondent, Roberta Gill-Brooks' operation of the Office of Tax Collector, at least with respect to the conduct complained of, established that lax and incompetent procedures were followed and that some conduct could constitute the crime of forgery in the second degree in violation of Connecticut General Statute 53a-139. These concerns are beyond the scope of action authorized by the Code.

There is no violation.

By the Board of Ethics