

NEW DURHAM ETHICS COMMITTEE MEETING MINTUES

COMMITTEE MEMBERS PRESENT: Ellen Phillips, Chair; Joan Swenson; John Laurie; Judith Wessel

COMMITTEE MEMBERS ABSENT: Carol Allen

DATE: August, 28, 2018

CALL TO ORDER: 7:00 p.m.

PUBLIC INPUT: **Visitors:** None

Minutes Approved

Item	Discussion	Results/Next	Responsible Person
1. Minutes	Meeting minutes from November, 2017 not approved	To be approved at the next meeting due to needing a quorum of members who attended the November meeting	Ellen Phillips
	Meeting minutes from July 24 th	Unanimous approval as presented. Send to Town T.A.	Joan Swenson
2. Ethics Workshop	The focus for the 2019 Ethics workshop was briefly reviewed.	Postponed the discussion until the next meeting.	Ellen Phillips

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3. Open committee member position		Ellen has notified the Town Administrator for posting the position on the Town's website The terms of the Committee members to be reviewed at the next meeting	
4. Contact Information	Discussion as to how the public would make contact with the Ethics Committee if wanting to file a concern	The chair's name and email address will be listed on the Town's website. Ellen has spoken with the Town Administrator	Ellen Phillips
5. Rules of Procedure	Review of the edited document ensued. Robust discussion took place with further suggested edits.	Joan to update the document based upon the discussion. Review of the edits will take place at the next regularly scheduled meeting.	Joan Swenson
6. Carol Allen	A letter of resignation was delivered to the July committee meeting from Carol.	Carol has agreed to hold on her resignation and plans to attend the next scheduled meeting so that the November, 2017 meeting minutes can be accepted. .	Ellen Phillips
7. Ethics Policy	Several edits to the Ethics Policy were suggested by the Town's legal counsel. Review of the suggested edits ensued.	Consensus to accept the changes. The only concern was whether individuals could understand the last paragraph. Will ask the BoS whether clarification of the paragraph should occur	Joan Swenson
7. Next Meeting	Discussion as to the next regularly scheduled Ethics Committee ensued	Voted by consensus to move the next regular meeting to Tuesday, October, 9, 2018 at 7 p.m.	
8. Meeting Adjourned		Moved by Joan Swenson Second by John Laurie Meeting adjourned at 8:00 p.m.	