

**Ethics Committee
Special Meeting 12/19/19
Town Offices 10:00 AM Salmon Meeting Room**

DRAFT

Ethics Committee (EC) Attendees: Tom Little Vice Chair, Cate Cross, Bill Deming, Pete Gadue, Anne Powell, Gwen Webster, and Diana Vachon, Clerk

Members of the Public: None

Called to order at 10:07 AM

The members welcomed Anne Powell, appointed by the Selectboard this past April as an alternate.

Opportunity to Disclose Conflicts of Interest: Hearing none, the Committee moved on to the next agenda item.

Public Participation and Comments: This item was omitted by mistake from the agenda. But seeing no members from the public, the Committee moved on to the next agenda item.

Approval of the Minutes of February 28, 2019 Meeting: Mr. Gadue moved to accept the minutes as presented. Ms. Webster seconded the motion. Hearing no further discussion, motion passed 4-0-2. Vice Chair Little and Ms. Powell abstained as they were not present at that meeting.

Referring to the Minutes of he last meeting, Mr. Pauza has not reached out any further to have any dialogue with Ethic Committee Members. We believe that he is not pursuing his concern any further.

Election of Officers (Chair, Vice Chair): Vice Chair Little did some research on the terms of office. He gave the history of the terms office for the Ethics Committee. The new Conflict of Interest Ordinance expanded the membership of the committee. We had two members step down: Lee Suskin and Mike Ashooh. And in the spring of 2018 the terms of the committee were all extended for one year. Vice Chair Little handed out an email thread he had with Diana Vachon, Nini Anger, and Lee Krohn to confirm the members and the terms office. Following this online discussion, on 11/12/19 the Selectboard approved the following names and terms:

Member's Name	Term Ends
Cate Cross	2022
Bill Deming	2020
Pete Gadue	2021
Tom Little	2022
Anne Powell Alt	2022
Gwen Webster	2021
Vacant Alternate	_____

MOTION: Mr. Gadue made a motion to nominate Mr. Little for Chair of the Ethics Committee. Ms. Webster seconded the motion. After a brief discussion, the vote was unanimous to 6-0. Motion passed.

MOTION: Ms. Webster made a motion to nominate Mr. Deming for Vice Chair of the Ethics Committee. Mr. Gadue seconded the motion. After a brief discussion, the vote was unanimous to 6-0. Motion passed.

Discussion of Process by which Rules of Procedure Were Adopted Chair Little asked the committee to read the Ethics Committee Rules of Procedure. Please look for any discrepancies or questions you may have; and let everyone know what you find. The Rules of Procedure go hand in hand with the Ordinance. If there are discrepancies between the two documents, what is written in the Ordinance takes precedence over the Rules.

Discussion of Future Education and Training Opportunities for Members of Town Commissions, Board and Committees: The last ethics training the Town of Shelburne held was summer of 2016 led by Town Attorney Brian Monaghan. Chair Little will send a note to the Selectboard and Town Manager Lee Krohn to ask for an ethics training to be held after Town Meeting 2020. This training will be open to all CBC members, employees, and the public.

The Committee had a brief discussion about the Open Meeting Law and whether there was a need to warn meetings at social or other town gatherings where a quorum of members of a CBC could be present. And to create minutes of who was present and to say that no business was conducted, if that was the case. A quorum for the Ethics Committee is 3 out of 5 members. The consensus was to treat these possibilities each on its own facts and make public notice decisions accordingly.

Other Business:

Vice Chair Deming expressed concern that Selectboard Member Mike Ashooh is a full voting member on the Fire/Rescue Property Steering Committee. The Town of Shelburne Charter states that Selectboard Members shall not to be appointed to "commissions." **24 App. V.S.A. ch. 147, § 3.05) (d).** Chair Little noted that the Charter does not say anything about membership on a Committee or Board. The meeting adjourn at 11:00 AM.

Respectfully submitted by Diana Vachon, Clerk of the Committee