

**Town of Raymond
Ethics Committee Meeting
April 8th, 2008
High School Media Center
Approved Minutes**

I. 6:30pm Call to Order

Chairman Pam Turcotte called to order a meeting of the Raymond Ethics Committee on Tuesday, April 8th, 2008, at 6:34pm, in the High School Media Center.

Committee members also present:

Sandra Ellis
Richard Flibotte
Denise O'Grady

Committee members absent:

Pat Larney

The meeting was filmed by RCTV. The cameraman was Chester Goguen.

II. Pledge of Allegiance

Chairman Turcotte led the attendees in reciting the Pledge of Allegiance.

III. Proof of Posting

The Proof of Posting for tonight's meeting was confirmed by Chairman Turcotte, who had discussed the posting at Town Hall with Lisa Chapman. She had not been to Town Hall personally. Denise O'Grady will confirm that it was posted there.

It is not posted at the High School and it is unknown whether or not it is posted at the Firehouse. The Committee would like it to be posted in all three locations.

IV. Approval of Minutes

March 25, 2008: Ms. O'Grady moved to accept the minutes as drafted; Mrs. Ellis seconded the motion. The vote was four in favor with Vice-Chairman Larney absent; so moved.

V. New Business

A. Voice Mailbox

Chairman Turcotte has been unable to access the Ethics Committee voice mailbox at Town Hall. Ms. O'Grady opined that it might be because of the new phone system, and stated that she would

contact the telephone man to make sure the box was set up properly.

B. Code of Ethics Manual

Mrs. Ellis has created an insert listing the changes to the Code of Ethics to be inserted into existing copies. The Code of Ethics manual itself has been updated and will be handed out once the existing copies are exhausted.

C. Ethics Committee Membership

Chairman Turcotte has been in touch with Vice-Chairman Larney and is hopeful that he will be able to rejoin the Committee in May.

One citizen has contacted the Committee about serving as an alternate, a Mr. Jerry Zimmel. He will be invited to attend the next meeting. One additional person is still needed. The Committee needs to draft rules & regulations to cover alternates, insofar as voting rights, attendance, etc. are concerned. If necessary, the rules & regulations drafted will be made into a Warrant Article for next year's election and included in the Code of Ethics manual. Mr. Flibotte suggested that another wise move would be to keep a running list of items in the Code that might need clarifying, such as the interpretation of the term "interest", and other items that were brought up during the recently-heard complaint.

D. Training

Chairman Turcotte passed out a self-test on Ethics that she had drawn up for use during training sessions. The questions were answered and discussed. The presentation was reviewed, and a few small edits made to conform to the new version of the Code of Ethics manual. There was some discussion about conflicts and recusals. The difference between a board/committee member speaking as a member of the public, and recusing oneself, needs to be clarified and stressed, as that appears to be unclear to some.

The Tax Collector will be providing an updated list of all the Boards and Committees; once that is received, the Committee members will schedule training with all who need it. Mrs. Ellis stated that she planned to train the Recreation Committee and the Budget Committee at their upcoming meetings. Town Manager Chris Rose will be contacted to set up two afternoon sessions to train the Town Employees; Chief Salois will be contacted to set up a session to train the Police Department. Hopefully the Fire Department will also be available for Training at that time, or a separate date may need to be arranged. The School Board has not adopted the Code of Ethics at this point, but the Committee will re-address the subject when the new Superintendent comes on board in July.

Mr. Flibotte pointed out that all local government should be held to the same standards.

E. Copies of Meetings

Mr. Flibotte spoke with Kevin Woods of the Cable Committee, who will be setting aside a requested VHS tape so that Mr. Flibotte can transfer it to DVD. He also asked that the Ethics Committee

vote on having the Cable Committee provide a copy of each meeting on DVD to the Committee, who would then be responsible for storage and duplication. The Cable Committee would provide the original DVD.

Mrs. Ellis moved that the Cable Committee be asked to make a recording on DVD of every ethics Committee meeting, and that the Ethics Committee be responsible for storage, security, and the making of additional copies under RSA 91:A; Ms. O'Grady seconded the motion. The vote was four in favour with Vice-Chairman Larney absent; so moved.

VIII. Other Business

A. Future Meeting Dates

The next meeting will be on Tuesday, May 13th, 2008, at 6:30pm. The gentleman interested in the alternate position, Mr. Zimmer, will be invited to attend.

B. Correspondence

No correspondence or calls have been received.

Adjournment

Ms. O'Grady moved to adjourn the meeting; Mrs. Ellis seconded the motion. The meeting was adjourned at 7:45pm.

Respectfully Submitted,

Debra H. Doda