

**Town of Raymond  
Ethics Committee Meeting  
April 11<sup>th</sup>, 2006  
High School Media Center  
Approved Minutes**

**I. 6:30pm Call to Order**

Chairman Marilyn Semple called to order a meeting of the Raymond Ethics Committee on Tuesday, April 11<sup>th</sup>, 2006, at 6:30pm, in the High School Media Center.

Committee members also present:

Frank Bourque  
Pat Larney  
Pam Turcotte

Committee members absent:

Sandra Ellis

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

**II. Pledge of Allegiance**

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

**III. Proof of Posting**

The Proof of Posting was confirmed by Vice-Chairman Larney for the High School, and Chairman Semple for the Fire Station

**IV. Public Forum**

As there were no Members of the Public present, the Committee moved on to *Agenda Item V, Approval of Minutes.*

**V. Approval of Minutes**

*October 25<sup>th</sup>, 2005:* Contrary to last meeting's supposition, Mr. Lucafo was unable to locate a digital copy of the meeting and is unable to make a tape for the Recording Secretary. Therefore, no further details on the Committee's discussions on the Inquiry are available to be added. There were two changes made: Lynn Booth will not be contacted, and the deadline for petition filing was January 10<sup>th</sup>, not 20<sup>th</sup>. Ms. Turcotte moved that the minutes be accepted as amended; Vice-Chairman Larney seconded. There was no further discussion. The vote was three in the affirmative with Mr. Bourque abstaining (due to being recused during much of the meeting) and Ms. Ellis absent; so moved.

*March 28<sup>th</sup>, 2006:* Vice-Chairman Larney moved that the minutes be accepted; Mr. Bourque seconded. The vote was four in the affirmative with Ms. Ellis absent; so moved.

## **VI. Old Business**

### *A: Review of Power Point Presentations for training*

Mr. Bourque suggested waiting until Ms. Ellis was present before discussing this topic, so it was tabled for tonight.

### *B: Assignment of Committee Training Schedule*

Chairman Semple suggested dividing the Boards up amongst the Committee and having each Committee Member contact their assigned boards to get on the agenda. She expects to get a full list of elected and appointed public servants in early May from Sharon Walls.

As far as Boards that meet in April, the following was decided:

- The Planning Board was trained already by Mr. Bourque. Chairman Semple watched the training, and was surprised that there were no questions afterwards. Mr. Bourque stated that it appeared that 10 of the 11 attendees had been trained previously and no questions came up. Chairman Semple stated that she would have thought as new issues surface during the year that it might cause people to have questions about the Code of Ethics, but Mr. Bourque stated there appears to be quite a bit of awareness about the Code and that he believes that people keep it in mind as they go along all year. It is serving as protection.
- Mr. Bourque will contact the ZBA, Conservation Commission, and Board of Selectmen.
- Ms. Ellis will contact the Budget Committee and Recreation.
- Vice-Chairman Larney will contact Town Manager Rick Bates with possible dates for the Town Employees and Department Heads, and plans to do that training with Chairman Semple.
- Kevin Woods has asked that the Cable Commission be trained on April 26<sup>th</sup>, 2006, and Ms. Turcotte and Chairman Semple will go to that meeting. Mr. Bourque will email the presentation to Mr. Woods.
- Vice-Chairman Larney will contact the Recycling Committee, and Ms. Turcotte is available to be his training partner.
- Once training is on the Agenda, the scheduling Committee Member should contact the rest of the Committee to find a training partner.

Mr. Bourque asked if it was possible to have more copies of the Code of Ethics printed up so that he could take them with him to training sessions. He will be asking Donna to do this.

Chairman Semple will bring a May calendar to the next meeting to continue with the training process.

*C: Consensus on "Ethics Committee and Verbal Inquiries Response" procedure (Previously distributed by Pat)*

There was some discussion about whether or not townspeople wishing to make inquiries need to fill out the form, or if they could just come to a meeting and present their inquiry verbally. Mr. Bourque stated that in his opinion, some member of the Committee could assist the Townsperson with writing down their inquiry during the meeting. Sooner or later it needs to be in writing for documentation purposes. This subject will be addressed again when Ms. Ellis is present, so was tabled for tonight.

*D: Discussion on expected recusal procedures (material from the NH Local Govt Center)*

Mr. Bourque would like to go through the Code of Ethics section on Recusals paragraph by paragraph. This subject will be addressed when Ms. Ellis is present, so was tabled for tonight.

#### **VII. Any Other Business**

Chairman Semple would like another Committee member to take responsibility for checking the Ethics Committee voicemail twice a week (Mondays and Thursdays); Ms. Turcotte volunteered to do so. Vice-Chairman Larney will continue to maintain the Yahoo mailbox.

#### **VIII. New Business**

##### **A: Future Meeting Dates**

The next meeting will be on Tuesday, May 9<sup>th</sup>, 2006 at 6:30pm.

##### **B: Correspondence**

Evidently no correspondence was received.

#### **IX. Adjournment**

Mr. Bourque moved to adjourn the meeting at 7:22pm; Vice-Chairman Larney seconded. The vote was four in the affirmative with Ms. Ellis absent; so moved.

Respectfully Submitted,

Debra H. Doda