

Approved Minutes
Raymond Ethics Committee
July 13, 2004

I. Call to Order

Co-chairman Pat Larney called to order a meeting of the Raymond Ethics Committee on July 13, 2004, at 6:30pm. Also present were:

Sandra Ellis, Co-Chairman
Marilyn Semple
Gretchen Gott

Absent were:

Emery Landis

There were no members of the public present. The meeting was televised by RCTV. The cameraman was Ron Edgar.

II. Pledge of Allegiance

Mr. Larney led the attendees in reciting the Pledge of Allegiance.

III. Proof of Posting

The proof of posting was confirmed by Ms. Semple for both today's meeting and for the training meeting of July 27th. If a cameraman is available, the meeting of July 27th will be televised. Ms. Semple will post for both the August 10th and August 24th meetings.

IV. Public Forum

The public forum was scheduled to be held between 6:30 and 7:00pm, but as there was no public present, the committee moved to Agenda Item V, Approval of Minutes.

V. Approval of Minutes

June 22, 2004: The draft of these minutes was reviewed; no changes were suggested. One clarification was requested and received: "OTC" stands for "On The Common". Ms. Ellis moved that they be approved as written, Ms. Semple seconded; there was no discussion. The vote was three for approval with one abstention; so moved.

VI. Old Business

Pre-Hearing Conference Outline: The changes made at the last meeting were reviewed, with the following amendments:

Item #6 had the word "have" changed to "be" so that it now reads "ask if there will be a spokesperson".

Item #4a had the word "chair" added, so that it now reads "All discussion must be through the *Committee Chair*".

Item #9a had the word "needed" added so that it now reads "Estimate of time *needed* from parties".

Item #11 was amended to read "*Confirmation of hearing*".

Ms. Semple moved that this outline be adopted with the aforementioned changes made; Ms. Gott seconded. There was no discussion; the affirmative was unanimous; so moved.

Conference Guidelines: Ms. Ellis suggested that guidelines for conferences be put into writing; to wit, who opens the meeting, what exact wording should be used, who speaks first, etc. All committee members will give some thought to these guidelines and they will be addressed at the next regular meeting on August 10th. A laminated copy will be kept in the notebook and given to the Parties.

Budget: Ms. Semple suggested that our proposed budget be a separate warrant article. There are two ways to make this happen: either collect 25 signatures, or ask the selectmen to agree to this. Mr. Larney will address this with Town Manager Rick Bates. Ms. Ellis noted that under this scenario, any money not spent on our budget would be returned to the townspeople, not put into the general fund.

VII. New Business

Ethics presentation of July 27th: The training is expected to take between 45 minutes and an hour, so there should be no conflict with a 7:30 School/Selectmen meeting that night. The training itself should take approximately 30 minutes, using the Powerpoint Presentation, which leaves 15-30 minutes for a question and answer session. RSVPs have not been requested, but if the turnout for the July 27th session is scanty, Co-Chariman Larney will require them for the August 24th session. Ms. Ellis suggested that memos be put into the committee mailboxes reminding people of the training date and time. Betty will be contacted and asked to remind Paul to make mention during the ZBA meeting.

Mr. Larney and Ms. Ellis will lead the July 27th training session; Ms. Semple and Ms. Gott will lead the August 24th session.

VIII. Other Business

There was no other business.

IX. Adjournment

Ms. Semple moved to adjourn the meeting at 7:24pm; Ms. Ellis seconded. The affirmative was unanimous; so moved. The next meeting, which is for Ethics Training, is Tuesday, July 27, 2004, at 6:30pm at the Town Hall.

Respectfully submitted,

Debra H. Doda