

Raymond Ethics Committee
August 9, 2005
Final Minutes

I. Call to Order

Chairman Pat Larney called to order a meeting of the Raymond Ethics Committee on August 9th, 2005, at 6:33pm, in the High School Media Center.

Committee members also present:

Frank Bourque

Sandra Ellis

Marilyn Semple

Pam Turcotte (lateness excused - arrived at 7:00pm)

Members of the Public present:

Gayle McMullen

Julie Hazell-Felch

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 the High School and the Fire Station.

IV. Public Forum

Although there were members of the Public present, they had nothing to bring before the Ethics Committee, so the Committee moved on to *Agenda Item V, Approval of Minutes*.

V. Approval of Minutes

June 28th, 2005: Ms. Semple moved to accept the minutes as submitted; Mr. Bourque seconded. There was no discussion. The vote was three in the affirmative, with Ms. Ellis abstaining due to absence from the referenced meeting; so moved.

VI. Training Session

Mr. Bourque ran the equipment and presented the Code of Ethics training to the two members of the public present for the training session. Mr. Larney handed out hard copies

of the presentation to the trainees. There were no questions raised afterwards, although Ms. McMullen indicated that she felt the Inquiry Form was an excellent form of "preventive maintenance".

VII. Old Business

A. Training - Dates/Committees

The following training date has been set:

Recreation Advisory Board (August 18th)

It appears that members of the following boards still have not been trained, nor have they responded with possible dates:

Cable Commission (cancelled their date of June 29th, 7pm, and have not rescheduled)

Historic District Committee

Supervisors of the Checklist

Town Moderators

Trustees of Library

Trustees of Trust Fund

Solid Waste Committee

Economic Development (new)

Town Employees

The Committee plans to hold two more 'open' training sessions that the members of the above listed boards, and anyone else who had missed their own training session, could attend. These will be like today's, at the beginning of each of the next two Ethics committee meetings, should anyone be present. Mr. Larney is considering sending a memo to each board/commission indicating which members have yet to attend a training session.

Mr. Bourque showed the old presentation, which was created by the Drafting Committee and that Mr. Bourque had updated.

VIII. New Business

A. Application of Ethics Code to the School District

Ms. Ellis read from her notes taken when the Code of Ethics Drafting Committee met with the school board. Evidently the attorney for the School Board indicated that the School District is not under the town's governance, and that's why they have their own Code of Ethics. (Ms. Ellis handed out copies of this Code.) School District staff members have different channels for resolving complaints than those outlined in the town's Code of Ethics. Mrs. Hazell-Felch suggested that someone on the Ethics Committee meet with the Superintendent about this subject, and let him bring it before the School Board. Ms. Ellis

and Mr. Larney will handle this. They plan to give the Superintendent a copy of the Code of Ethics when they go in to set up an appointment to meet with him so that he'll have the opportunity to review it before any meeting takes place.

B. Revision to the Code of Ethics

Craig Wheeler will be revising/rewriting the portion of the Code of Ethics that deals with Purchasing, as the "small cities program" is no longer a legal definition. Mr. Bourque will be seeing him this coming Thursday, August 11th, and he should meet with the Ethics Committee at the end of the summer.

A second area of the Code of Ethics that needs revision is that of the need to have Alternates in case of recusals. Ms. Ellis is interested in finding out what other towns do in this instance. Some various scenarios were proposed; appointment vs. election; specific alternates vs. a pool; previous Ethics Committee members, etc. Everyone is urged to think about this subject and the Committee will address it at the next meeting. This item was tabled.

C. Budget

The Town is asking for the Committee's budget figures for the upcoming fiscal year. After some discussion, it was decided to leave them the same as for the current year.

Salaries	\$1,080
Legal Fees	\$1,000
Office Supplies	\$200 (printing and reproduction)
Education/Training	\$300
Public Relations	<u>\$200 (On The Common)</u>
Total	\$2,780

There was some dispute over an additional \$95 that showed up in the Ethics Committee budget area for Workers Comp, FICA, and Unemployment Insurance. These figures had not been on the original request by the Committee, and Mr. Larney will consult with Mr. Bates about it. These figures will be put into writing and voted upon at the next Ethics Committee meeting.

D. Future Meeting Dates

No further meetings are planned for the month of August. The next meeting will be on Tuesday, September 13th, 2005.

VIII. Adjournment

Ms. Semple moved to adjourn the meeting at 8:00pm; Ms. Ellis seconded. The vote was unanimous in the affirmative; so moved.

Respectfully submitted,
Debra H. Doda