

Raymond Ethics Committee  
September 13, 2005  
Final Minutes

**I. Call to Order**

Chairman Pat Larney called to order a meeting of the Raymond Ethics Committee on September 13<sup>th</sup>, 2005, at 6:31pm, in the High School Media Center.

Committee members also present:

Frank Bourque  
Sandra Ellis  
Marilyn Semple  
Pam Turcotte (late - arrived at 7:00pm)

The meeting was not televised by RCTV.

**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 Town Hall.

**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**

*August 9<sup>th</sup>, 2005:* It was pointed out that Member of the Public Gayle McMullen's name was misspelled as McMuller. The change has been made, with my apologies. It was requested that the name of a member abstaining from a vote be listed, and the change was made that it was Ms. Ellis who abstained from approving the minutes from this meeting. Ms. Semple moved to accept the minutes as amended; Ms. Ellis seconded. There was no discussion. The vote was four in the affirmative and one absent, as Ms. Turcotte had yet to arrive; so moved.

**VI. Old Business**

**A. Budget Submission**

The Committee reviewed the proposed budget figures for the upcoming fiscal year. They are the same as those requested for the current year. They differ from the figures in the current fiscal

year budget, as the Town added some salary-dependent monies that had not been requested by The Committee. The monies paid to the Recording Secretary are to be paid as a 1099 rather than as a salary, and should be called "Contract Labor" or whatever it is that Grace Collette desires. The Ethics Committee budget figures for the upcoming Fiscal Year are:

Contract Labor	\$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

Mr. Bourque suggested that some of the Office Supplies monies be used to print clean copies of the Ethics Manual, after it is revised, and give those copies out to trainees. This was felt to be a good idea. Mr. Larney felt that the only line item on the budget that might be objectionable to the Selectmen might be the \$1000 for legal fees. It might be argued that as the Ethics Committee is part of the Town, they could consult with the Town's retained attorney if any legal issues arose. However, it was agreed that it's important to be able to consult with an unaffiliated attorney in order to avoid any conflicts of interest.

Mr. Bourque moved to accept the budget figures as presented; Ms. Ellis seconded. There was no discussion. The vote was four in the affirmative and one absent, as Ms. Turcotte had yet to arrive; so moved.

#### **B. Training Sessions**

Mr. Larney has contacted Mr. Bates asking for potential dates for Town Employee training, plus informed him that the Ethics Committee will have another informal open training session at the October 11<sup>th</sup> meeting. Mr. Larney will provide Mr. Bates with a memo stating the aforementioned to be given to those committee and board members who have yet to attend a training session. Mr. Bourque suggested that perhaps Norm Weldy, as the Chairman of the Board of Selectmen, should be asked to countersign the memo to add some weight to the request. Mr. Bates will be asked to present this to the Board of Selectmen at their next meeting.

#### **C. Code of Ethics/Raymond School District**

Mr. Larney and Ms. Ellis provided a copy of the Code of Ethics to the Superintendent of Schools, David Sandmann, and met with him at a later date. Mr. Sandmann indicated that he felt that the School Board should indeed sign on to adopt the Code of Ethics, and that he would ask the Staff to run it past their attorney.

Mr. Bourque opined that the current makeup of the School Board plus recent events might indicate that they'd be more open to supporting it than before. He suggested that a member of the Ethics Committee attend the next School Board meeting, when this subject is on the agenda, in order to be present should any questions arise. Mr. Larney will find out when this next meeting is to be held.

#### **D. Revisions to the Code of Ethics**

Mr. Bourque did speak with Craig Wheeler again about revising/rewriting the portions of the Code of Ethics that deal with the "small cities program" and Housing & Urban Development. Mr. Wheeler's time is necessarily limited.

There was some continued discussion about the need to have Alternates to the Ethics Committee in case of recusals. The two scenarios are: calling upon previous Ethics Committee members, or appointing/electing Alternates for a specific period of time. Either scenario would require a change to the Code of Ethics. Mr. Larney will take this subject to the New Hampshire Legal Association to get their input. Any warrant articles would need to be submitted at some unknown date in January, so there appears to be plenty of time to come up with an answer. As the NH Legal Association is on retainer with the town, this will not take any of our budgeted funds for Legal Expenses. We would also want to have any warrant article reviewed by the Town's attorney. We should not hesitate to appropriately use our budgeted funds.

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

##### **A. Future Meeting Dates**

No further meetings are planned for the month of September. The next meeting will be on Tuesday, October 11<sup>th</sup>, 2005.

##### **B. Correspondence**

Nothing has been received.

#### **IX. Adjournment**

Mr. Bourque moved to adjourn the meeting at 7:14pm; Ms. Ellis seconded. The vote was unanimous in the affirmative; so moved.

Respectfully submitted,  
Debra H. Doda