

**Town of Raymond  
Ethics Committee Meeting  
November 28<sup>th</sup>, 2006  
High School Room 101  
Approved Minutes**

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

Chairman Marilyn Semple called to order a meeting of the Raymond Ethics Committee on Tuesday, November 28<sup>th</sup>, 2006, at 6:34pm, in High School Room 101.

Committee members also present:

Sandra Ellis  
Pat Larney  
Pam Turcotte

Committee members absent:

Frank Bourque

The meeting was televised by RCTV. The cameramen 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 for tonight's meeting was confirmed at the High School by Vice-Chairman Larney, and at the Fire Station by Chairman Semple.

**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 24<sup>th</sup>, 2006:* Vice-Chairman Larney moved that the minutes be approved as written; Mrs. Ellis seconded. The vote was four in favor with Mr. Bourque absent; so moved.

**VI. Old Business**

**A: Next Year's Training**

The response to the training questionnaire sent out to all Boards and Committees in October was

unfortunately small. Only three questionnaires were returned, and the answers to the questions were varied. One response suggested that only new Board/Committee members needed training; one suggested that all members to receive training every other year; and the last suggested all members receive training every year. Two of the responses wished the Ethics Committee to hold 1-2 large group training sessions; the third wished the Committee members to attend various Board and Committee meetings instead to present the training.

Methods to improve training were discussed. Vice-Chairman Larney recommended spending some of the budget on refreshments. Chairman Semple, after a discussion with Bette Patterson, suggested role-playing. The issue of time was also discussed. Role-playing exercises would take more time than a Board or Committee is usually prepared to offer on their agenda. Vice-Chairman Larney suggested perhaps getting on the agenda of an "All-Boards" Meeting; grouping of like boards for a larger session was also suggested. Committees that do not actually meet were also discussed insofar as it's difficult to get on an agenda for training purposes if there is no agenda.

The Code does not mandate that everyone is obliged to attend the training; it is believed, however, that Town Manager Rick Bates does have a policy that makes annual training mandatory for all Town Employees. He will be consulted about this. It is useful to touch base with the Code every year, whether or not one is new.

In the end it was decided to offer five (5) training sessions each year: 2 in the evening for Board/Committee members; 1 for the Police Department; and 2 for the Town Employees. These will be held as soon as possible after Elections and Appointments are completed; perhaps Town Employees in April, and Board/Commission Members in May. All Ethics Committee members will endeavor to attend all of the trainings.

No changes need to be made to the Code at the present time.

## **VII. Any Other Business**

### **A: Budget**

The Board of Selectmen has cut the requested Ethics Committee Budget by \$1,080 - \$80 from the Contracted Services line and \$1000 from the Legal Fees line. This removes the Legal Fees line all together, which is a subject of concern to the Ethics Committee. The reason that the Committee originally budgeted for legal fees was to preserve their autonomy; it was considered important that they need not be compelled by financial reasons to consult the Town Counsel if the need for legal advice arose. Consulting the Town Counsel could possibly be a conflict of interest. Vice-Chairman Larney will ask Town Manager Rick Bates for an explanation of why the Board of Selectmen removed this budget line item.

## **VIII. New Business**

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

The next meeting will be on the 2<sup>nd</sup> Tuesday in January; January 9<sup>th</sup>, 2007, at 6:30pm.

**B: Correspondence**

Apparently no correspondence was received.

**Adjournment**

Mrs. Ellis moved to adjourn the meeting at 7:05pm; Vice-Chairman Larney seconded the motion. The vote was four in favor with Mr. Bourque absent; so moved.

Respectfully Submitted,

Debra H. Doda