

**Town of Raymond  
Ethics Committee Meeting  
November 28<sup>th</sup>, 2007  
High School Media Center  
Approved Minutes**

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

Chairman Pam Turcotte called to order a meeting of the Raymond Ethics Committee on Wednesday, November 28<sup>th</sup>, 2007, at 6:35pm, in the High School Media Center.

Committee members also present:

Frank Bourque  
Sandra Ellis

Committee members absent:

Karen Fullerton  
Pat Larney

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

**II. Pledge of Allegiance**

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

**III. Proof of Posting**

The Proof of Posting for tonight's meeting was confirmed with April Rives at the Town Hall.

**IV. Approval of Minutes**

*October 9, 2007:* There were some minor changes made to these minutes at the training session of October 23<sup>rd</sup>, 2007. They had been accepted during that meeting.

*October 23, 2007:* This meeting was a training session. It is not currently up on the Raymond Cable TV website.

*November 6, 2007:* This meeting was not properly posted, and never came to order. However, it is up on the Raymond Cable TV website, and minutes, such as they are, will be typed.

**V. Old Business**

*A. Training*

Four training sessions have been completed: two sessions for the Town Employees, one session for

Boards & Committees, and one session for the Police Department. The Police Department training was well attended and successful. However, only 3 persons showed up for the Boards & Committees session, and as a result many people have yet to be trained. Town Manager Chris Rose was amenable to having Town Employee training be mandatory, but not Board or Committee members, as they are volunteers. Chairman Turcotte opined that at this point the Ethics Committee might prefer to schedule themselves on the missing Board/Committee member agendas.

As they are members of the following boards, Mrs. Ellis volunteered to train the Budget Committee and Recreation; Mr. Bourque volunteered to train the Planning Board and Economic Development. The Zoning Board and Conservation Committee need to be contacted to get on their agenda, and the Fire Department has yet to be trained. Mr. Bourque mentioned that although only two members of the Cable Committee had been formally trained, any cable committee member filming a training session would be trained merely by observing the meeting.

The sample question/answer sheets were reviewed and some small changes made.

#### *B. Complaint*

Chairman Turcotte met with an Attorney who might be able to represent the Committee during the Complaint Hearing. He will need to check with his employers beforehand. Chairman Turcotte has given his information to Town Manager Rose. If all are in agreement, a non-meeting will be scheduled for the Committee to meet with this Attorney. After that takes place, the Hearing can be scheduled. The complainant and respondent will be notified that potential dates for the hearing will be Wednesday, January 9<sup>th</sup>, 2008 or Wednesday, January 23<sup>rd</sup>, 2008.

### **VI. New Business**

#### *A. Committee Personnel*

The Board has received a letter of resignation from Karen Fullerton due to health issues. Mr. Bourque moved that the Committee accept Ms. Fullerton's resignation due to health reasons; Mrs. Ellis seconded the motion. The vote was three in favour with Vice-Chairman Larney and Ms. Fullerton absent; so moved.

The Committee asked former members if they would be able to fill in Ms. Fullerton's empty seat until Town Elections in March. Marilyn Semple agreed to do so. Mrs. Ellis moved to bring Ms. Semple onto the Committee until the March elections in order to fill a vacancy; Mr. Bourque seconded the motion. The vote was three in favour with Vice-Chairman Larney absent; so moved.

Vice-Chairman Larney has asked the Committee to re-review his letter of resignation, also due to health issues. The Committee would like to wait before accepting his resignation; with no offense intended to Ms. Fullerton, Vice-Chairman Larney has been on the Ethics Committee for many years and is an invaluable resource to have on the Board. They are hoping that his health improves. The Committee will check with him again before the deadline to sign up for Elections in January. Chairman Turcotte and Mr. Bourque's terms also expire in March of 2008.

**VII. Other Business**

*A. Amending the Code of Ethics manual*

Mrs. Ellis suggested that a Warrant Article be written for the next election in order to make provisions for appointing alternates to the Ethics Committee. Mr. Bourque suggested submitting it to Town Manager Rose and stated that he, Mr. Bourque, would sponsor the Article on the Board of Selectmen. The plan is to ask for two alternates to be appointed to the committee in a staggered term fashion; the first year, one person to be appointed for one year, and another for two years; thereafter, terms will be for two years.

Any reference to the "Small Cities Program" also needs to be deleted from the Code of Ethics. A Warrant Article should be written to effect that change.

Mrs. Ellis has received calls from a Citizen who is concerned about the cost to the Taxpayers of having Town Counsel represent the Respondent in the pending Complaint. Chairman Turcotte stated that the reason for having Town Counsel present at the meetings was not for the Respondent, but to protect the Taxpayers, because of some perceived threat to the town. Mrs. Ellis suggested that the pre-hearing conference procedures (which were written by the Ethics Committee after the fact and included in the Code manual, but not voted upon by the Town) be amended to state that parties may be represented by legal counsel *at their own expense*. Mr. Bourque stated that this was not necessary, as there was an RSA that stated that certain positions in Town government are to be protected by Town Counsel due to the nature of their duties. Otherwise, it would be difficult to compel people to run for positions that would leave them open to personal liability. This, of course, would not cover negligence. He will ask Town Manager Rose for details on that RSA before proceeding with this request any further.

*B. Committee Statements*

Mrs. Ellis wished to state for the record that she was very sorry that the Committee members had come down with unavoidable health problems during the Complaint, and that of course it couldn't be helped. There was no intention to stall the process, but it was not possible to continue with the Complaint with only two persons available to sit on the Committee during the hearing. The other Committee members agreed. Mr. Bourque also stated that he was sorry that he would need to recuse himself from the Committee for the hearing, as he believes the subject under discussion is quite a valuable one for the Committee to hear.

*C. Future Meeting Dates*

Due to Budget Committee meetings, Tuesdays in January are bad for Ethics Committee meeting. Therefore, the next meeting will be on Wednesday, January 9<sup>th</sup>, 2008. It is likely that there will be a meeting on Wednesday, January 23<sup>rd</sup>, 2008 also.

*D. Correspondence*

No other correspondence or calls have been received.

**Adjournment**

Mrs. Ellis moved to adjourn the meeting; Mr. Bourque seconded the motion. The vote was three in favour with Vice-Chairman Larney absent; so moved. The meeting was adjourned at 7:22pm.

Respectfully Submitted,

Debra H. Doda